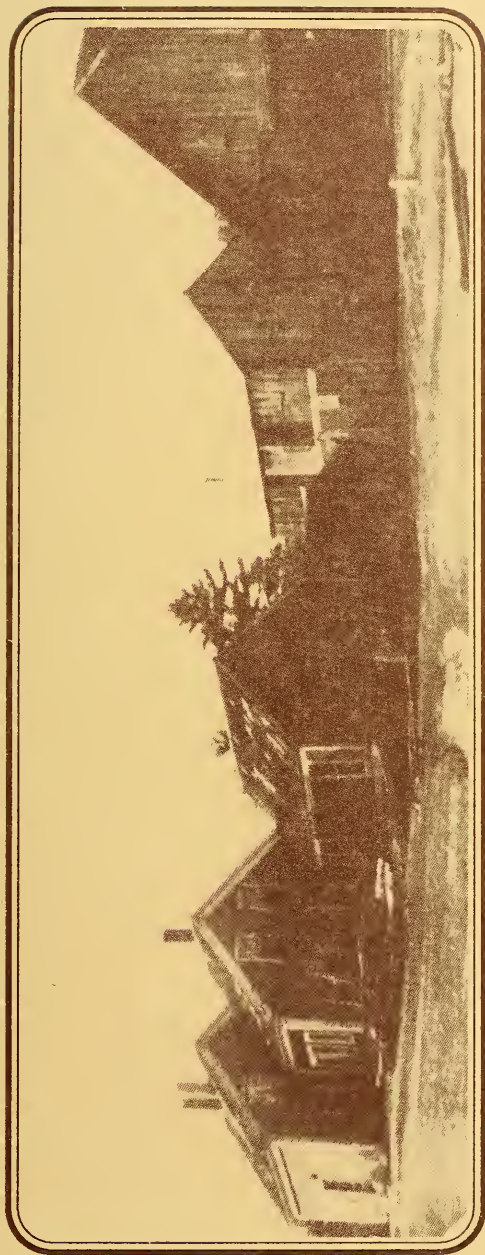


NH
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673
1991

1991 Grafton, New Hampshire



REPORT OF THE TOWN OFFICERS FOR
THE YEAR ENDING DECEMBER 31, 1991

About The Cover

The former Almer Davis property (circa 1900) on the corner of Library Road and Route 4. The Town purchased the property for the expansion of the fire station and town offices in 1990.

ANNUAL REPORT
of the
OFFICERS
of the
TOWN OF GRAFTON
NEW HAMPSHIRE
1991



Josephine Thoresen

April 20, 1920 - December 11, 1991

This year's town report is dedicated to the memory of Josephine, "Jo" Thoresen. A native of Ireland, Jo was a gregarious lady who, with her husband Jim, have been one of Grafton's stalwart supporters. Their most prominent gift has been a matching grant of land, that with a similar sized lot, comprises Grafton's recreation field. So as you enjoy the good times on the field this year, think of Jo, for her spirit will be there.

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TOWN OFFICERS

MODERATOR

Merle Kenyon '92

TOWN CLERK

Dorothy Davis '92

TREASURER

June Burrington '92

TAX COLLECTOR

Donna Dugan '92

ROAD AGENT

John Bassett '92

SELECTMEN

Chester Martin '94

Frank Neufell '93

Kenneth Cushing '92

BUDGET COMMITTEE

William Hewitt '94

William Pratt '93

Christopher Rollins '92

POLICE

Chief

Francis LaLiberte '92

Deputy

Merle Kenyon

Deputy

Joseph Thomas Jr.

TRUSTEES OF THE TRUST FUNDS

Deborah Hazelton '94

Marion Seamans '93

Judith Gleason (Appt.)

Elaine Sawyer '92

LIBRARY TRUSTEES

Linda Huntley '94

Marion Maddalena '93

Deborah Hazelton '92

SUPERVISORS OF THE CHECKLIST

Betty Stiles '96

Anna Huntley '94

Thelma Downs '92

CEMETERY TRUSTEES

Frank Clough '94

Randal Martin '93

Jodi Jackson '92

Barbara Tate (Appt.) '92

PLANNING BOARD

Francis Lombardi '94 • Janice Harvey '94 • Robert Morse '93 • Marian Morse '92

RECREATION COMMITTEE

Eileen LaLiberte • Judy Swirski • Lorraine Clough • Louise Gallup

AUDITORS

Pamela Grinley '93

Diane Joyce '92

FIRE COMMISSIONERS

Donald Gallup '92

Brewster Gove '92

Richard Williams '92

FIRE WARDEN

Paul C. Gove

TOWN HALL SUPERINTENDENT

Louise Gallup

SELECTMEN'S CLERK

Betty Stiles

SUMMARY OF 1991 WARRANT ARTICLES

- Article 1. All officers duly elected.
- Article 2. Voted to hear report of Budget Committee and act thereon.
- Article 3. Voted to pay McRae property loan from Town Offices Capital Reserve Fund (\$66,680.70 including interest)
- Article 4. Voted to discontinue Town Offices Capital reserve fund and use monies including interest for the renovation of McRae property into town offices. (23,035 plus interest). A public hearing to be held and a more solid plan to be presented.
- Article 5. Defeated article to raise 50,000 for new fire station.
- Article 6. Voted \$41,000 for a new dump truck (from CRF).
- Article 7. Voted 45,000 to repair Riddle Hill Bridge (from CRF).
- Article 8. Voted 50,000 to be added to previously established capital reserve funds.
- Article 9. Voted 4,000 for a town audit.
- Article 10. Defeated article to put a two year moratorium on renovation of McRae property.
- Article 11. Defeated article to adopt procedure to make dump self financing over a period of time.
- Article 12. Defeated article to abolish the Critical Resource Protection Ordinance.
- Article 13. Voted to discontinue Beers Road leading 490 feet off Kinsman Highway. This road is surrounded by land owned by J. Frothingham.
- Article 14. Voted to authorize Selectmen to apply for and receive and expend federal or state funds for purpose set forth in budget and account for same.
- Article 15. Voted to authorize Selectmen to borrow in anticipation of taxes.

WARRANT FOR THE TOWN OF GRAFTON THE STATE OF NEW HAMPSHIRE

THE POLLS WILL BE OPEN FROM 11 A.M. TO 7 P.M.

To the inhabitants of the Town of Grafton in the County of Grafton in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at Grafton Town Hall in said Grafton on Tuesday, the tenth day of March, next, between the hours of 11 a.m. and 7 p.m. to act upon the following subjects:

1. To choose all necessary Town Officers for the year ensuing and any other action required to be inserted on the official ballot and to act on the remaining articles at 1 p.m., Saturday, March 14th, 1992 at the Grafton Town Hall:
2. To see if the Town will vote to hear a report from the Budget Committee and to raise and appropriate the sum of \$450,861 as detailed below and recommended by the Budget Committee for general town maintenance. This does not include special warrant articles which follow and are also recommended by the Budget Committee.

GENERAL GOVERNMENT

Executive	24,500	
Elec., Reg., & Vital Stat.	3,500	
Financial Administration	8,800	
Revaluation of Property	3,100	
Legal Expense	7,500	
Employee Benefits - FICA	11,500	
Planning and Zoning	2,000	
General Government Bldg.	5,500	
Cemeteries	4,000	
Insurance	43,000	
Advertising and Reg. Assoc.	2,666	
Contingency Fund	<u>2,000</u>	
		118,066

PUBLIC SAFETY

Police	13,880	
Ambulance	4,000	
Fire	6,500	
Civil Defense	<u>100</u>	
		24,480

HIGHWAYS & STREETS

Highways and Streets	194,433	
Street Lighting	<u>3,000</u>	
		197,433

SANITATION		
Solid Waste Disposal	<u>50,000</u>	50,000
HEALTH		
Health Agencies and Hospitals	3,612	
Health Department	<u>500</u>	4,112
WELFARE		
Direct Assistance	<u>10,000</u>	10,000
CULTURE AND RECREATION		
Parks and Recreation	5,270	
Library	2,800	
Patriotic Purposes	<u>700</u>	8,770
DEBT SERVICE		
Interest on TAN	<u>37,000</u>	37,000
CAPITAL OUTLAY		
Recreation Field	<u>1,000</u>	1,000
GRAND TOTAL		450,861

3. To see if the Town will vote to raise and appropriate a sum not to exceed 77,000 for the purpose of a New Fire Station, and to authorize the withdrawal of \$50,000 plus accrued interest to time of withdrawal from the Capital Reserve Fund, created for that purpose and the balance to come from general taxation.
4. To see if the Town will vote to raise and appropriate a sum not to exceed \$12,000 for the purpose of publishing the history book.
5. To see if the Town will vote to raise and appropriate a sum not to exceed \$10,000 for the purpose of purchasing a compactor for the transfer station.
6. To see if the Town will vote to raise and appropriate a sum not to exceed \$9,177 for the purpose of putting exterior finish on the new Town Office building.
7. To see if the Town will vote to establish a Capital Reserve Fund under provisions of RSA 53:1 for the purpose of a new police cruiser and to raise and appropriate the sum of \$5,000 to be placed in this fund.
8. To see if the Town will vote to raise and appropriate the sum not to exceed \$2,500 for the purpose of Library repairs.

9. To see if the Town will vote to raise and appropriate the sum of \$39,500 to be placed into established Capital Reserve Funds as follows:

Bridge Replacement	10,000
Property Reappraisal	7,000
Ambulance	10,000
Highway Equipment	10,000
Recreation Shelter	2,500
TOTAL	39,500

10. To see if the Town will vote to authorize the Selectmen to sell at public auction any property aquired by tax deed.
11. To see if the Town will vote to repeal Article #25 of the 1987 Annual Town Meeting Warrant, thus abolishing the Critical Resource Protection Ordinance. (Recommended by Planning Board)
12. To see if the Town will vote to repeal the Building Notification Ordinance.
13. To see if the Town will vote to adopt an ordinance which will require the Selectmen to put out to bid yearly, all purchases of petroleum products "fuel etc." used by Town departments. (by petition)
14. To instruct the Selectmen to form a citizen's committee to study appointment of a part time Assistant Administrator or Town Manager. Establishing of said appointments to be presented for Town vote at next annual Town Meeting. (by petition)
15. To see if the Town will vote to authorize the Board of Selectmen to apply for, receive and expend Federal and State grants which may become available during the course of the year, in accordance with RSA 31:95-b and also to accept and expend money from any other government unit or private source to be used for purposes for which the Town may legally appropriate money. (majority vote required)
16. To see if the Town will vote to authorize the Selectmen to borrow in anticipation of taxes.

SELECTMEN OF GRAFTON

Chester H. Martin

Frank J. Neufell

Kenneth R. Cushing

- NOTES -

BUDGET OF THE TOWN OF GRAFTON, N.H.

BUDGET FOR TOWNS WHICH HAVE ADOPTED THE PROVISIONS OF THE MUNICIPAL BUDGET LAW

PURPOSES OF APPROPRIATION (RSA 31:4)	Actual Appropriations Current Year	Actual Expenditures Current Year	Selectmen's Budget Ensuing Fiscal Year	Budget Committee Recommended	Budget Committee Not Recommended
GENERAL GOVERNMENT					
Executive	24,155	23,902	24,500	24,500	
Elec., Reg., & Vital Stat.	1,815	2,024	3,500	3,500	
Financial Administration	8,829	7,469	8,800	8,800	
Revaluation of Property	3,100	2,340	3,100	3,100	
Legal Expense	7,500	1,681	7,500	7,500	
Employee Benefits - FICA	11,500	10,660	11,500	11,500	
Planning and Zoning	2,000	1,452	2,000	2,000	
General Government Bldg.	4,800	5,380	5,500	5,500	
Cemeteries	4,000	4,000	4,000	4,000	
Insurance	43,000	35,482	43,000	43,000	
Advertising and Reg. Assoc.	2,696	2,696	2,666	2,666	
Audit	4,000	3,150			
Contingency Fund	2,000	2,027	2,000	2,000	

PUBLIC SAFETY				
Police	13,000	12,982	13,880	13,880
Ambulance	4,000	4,165	4,000	4,000
Fire	6,500	6,478	6,500	6,500
Civil Defense			100	100
HIGHWAYS & STREETS				
Highways and Streets	194,433	194,422	194,433	194,433
Bridges	45,000	45,000		
Street Lighting	3,000	2,220	3,000	3,000
SANITATION				
Solid Waste Disposal	57,000	56,965	57,000	50,000
HEALTH				
Health Agencies and Hospitals	3,360	3,360	3,612	3,612
Health Department	500	404	500	500
WELFARE				
Direct Assistance	8,500	9,883	10,000	10,000
CULTURE AND RECREATION				
Parks and Recreation	4,640	5,362	5,270	5,270
Library	2,800	2,185	2,800	2,800
Patriotic Purposes	200	128	700	700
History Book			12,000	12,000
DEBT SERVICE				
Princ.-Long Term Bonds & Notes	65,500	65,500		
Int.-Long Term Bonds & Notes	1,181	1,181		
Interest on TAN	36,000	36,690	37,000	37,000
				7,000

CAPITAL OUTLAY

Recreation Field	1,504	1,000	1,000
Dump Truck	41,000		
Renovations Mun. Bldg.	19,134		
Library repair		2,500	2,500
Compactor		10,000	10,000
Town Office Bldg. Exterior		9,177	9,177
Fire Station		77,000	77,000

OPERATING TRANSFERS OUT

Police		5,000	5,000
Bridge Replacement	10,000	10,000	10,000
Property Reappraisal	5,000	7,000	7,000
Ambulance	10,000	10,000	10,000
Highway Equipment		10,000	10,000
Rec Shelter		2,500	2,500
Fire Station	25,000.00		

TOTAL APPROPRIATIONS 680,544 660,826 613,038 606,038 7,000

TOTAL AMOUNT RECOMMENDED BY BUDGET COMMITTEE
10% OF AMOUNT RECOMMENDED LESS EXCLUSIONS (no exclusions)
ADD TOTAL AMOUNT RECOMMENDED BY BUDGET COMMITTEE
MAXIMUM AMOUNT THAT MAY BE APPROPRIATED

606,068
60,604
606,038
666,642

SOURCES OF REVENUE

	Estimated Revenues Current Year	Actual Revenues Current Year	Selectmen's Budget Ensuing Year	Estimated Revenues Ensuing Year
TAXES				
Land Use Change Taxes	10,795	10,795		
Yield Taxes	13,000	14,503	14,000	14,000
Int. & Pen. on Delinquent Taxes	22,600	20,442	20,000	20,000
Inventory Penalties	1,300	1,400	1,300	1,300
LICENSES AND PERMITS				
Motor Vehicle Permit Fees	38,000	46,835	45,000	45,000
Other Licenses, Permits & Fees	1,100	1,445	1,000	1,000
INTERGOVERNMENTAL REVENUES - STATE				
Shared Revenue	8,226	8,226	7,000	7,000
Highway Block Grant	79,973	79,973	79,897	79,897
State & Fed. Forest Land Reimb.		170		
Gas Tax Refund		1375	1,000	1,000
Railroad Tax		864		
CHARGES FOR SERVICES				
Income from Departments	1,300	1,358		
MISCELLANEOUS REVENUES				
Sale of Municipal Property	1,000	1,393	11,000	6,000
Interest on Investments	25,000	26,804	20,000	20,000
Refunds	3,400	2,725	2,000	2,000

INTERFUND OPERATING TRANSFERS IN			
Capital Reserve Fund	175,716	172,681	52,000
Trust and Agency Funds	3,360	3,360	3,612
OTHER FINANCING SOURCES			
Fund Balance	<u>15,000.00</u>	<u>15,000.00</u>	<u>15,000</u>
TOTAL REVENUES AND CREDITS	399,770	409,349	267,809
Total Appropriation			
			<u>606,038</u>
Less: Amount of Estimated Revenues, Exclusive of Taxes			
			267,809
Amount of Taxes to be Raised (Exclusive of School and County Taxes)			
			<u><u>338,229</u></u>

SUMMARY INVENTORY OF VALUATION

	ASSESSED VALUATION	TOTALS
Value of all lands		
1. Assessed value of Current Use Land (11,960.58 acres)	256,600.00	
2. Assessed value of all other land (14,916.75 acres)	<u>12,286,150.00</u>	
Total of Taxable Land		12,542,750.00
Value of Buildings Only		
Residential	17,980,000.00	
Manufactured	<u>468,050.00</u>	
Total of Taxable Buildings		18,448,050.00
Public Utilities		
Electric		521,750.00
Valuation Before Exemptions		31,512,550.00
Elderly Exemptions (16)		<u>235,000.00</u>
Net Valuation on which tax is computed		31,277,550.00

STATEMENT OF APPROPRIATION TAXES ASSESSED FOR THE TAX YEAR 1991

General Government

Town Officers Salaries	22,620.00
Town Officers Expenses	11,000.00
Election & Registration Expenses	800.00
Cemeteries	4,000.00
General Government Buildings	4,500.00
Reappraisal of Property	3,100.00
Planning & Zoning	2,000.00
Legal Expense	7,500.00
Advertising & Regional Assoc.	3,350.00
Contingency Fund	2,000.00

Public Safety

Police Department	13,000.00
Fire Department	6,500.00

Highway, Streets, Bridges

Town Maintenance	174,433.00
General Highway Dept. Expenses	20,000.00
Street Lighting	3,000.00

Sanitation

Solid Waste Disposal	57,000.00
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Health

Health Department	500.00
Hospitals and Ambulances	4,000.00
Vital Statistics	25.00
Mascoma Home Health Service	3,360.00

Welfare

General Assistance	8,500.00
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Culture and Recreation

Library	2,800.00
Parks & Recreation	4,640.00
Patriotic Purposes	200.00
Recreation Field	1,500.00

Debt Service	
Principal of Long-Term Bonds & Notes	65,500.00
Interest Expense - Long-Term bonds & Notes	1,181.00
Interest Expense - Tax Anticipation Notes	36,000.00
Capital Outlay	
McRae Renovations	23,035.00
Town Audit	4,000.00
New Truck	41,000.00
Riddle Hill Bridge Repair	45,000.00
Operating Transfers Out	
Payments to Capital Reserve Funds	50,000.00
Miscellaneous	
FICA, Retirement & Pension Contributions	11,500.00
Insurance	43,000.00
	<hr/>
Total Appropriations	680,544.00

SOURCES OF REVENUE

Taxes	
Yield Taxes	13,000.00
Interest and Penalties on Taxes	22,600.00
Inventory Penalties	1,300.00
Land Use Change Tax	10,795.00
Intergovernmental Revenues - State	
Shared Revenue-Block Grant	8,226.00
Highway Block Grant	79,973.00
Railroad Tax	864.00
Licenses and Permits	
Motor Vehicle Permit Fees	38,000.00
Dog Licenses	400.00
Business Licenses, Permits and Filing Fees	700.00
Charges for Services	
Rent of Town Property	1,300.00

Miscellaneous Revenues

Interest on Deposits	25,000.00
Sale of Town Property & Recycling	1,000.00
Refunds	3,400.00

Other Financing Sources

Withdrawals from Capital Reserve	175,716.00
Income from Trust Funds	3,360.00
Fund Balance	<u>15,000.00</u>

TOTAL REVENUES AND CREDITS**400,634.00****TAX CREDITS**

Paraplegic, double amputee's owning specially adapted homesteads, with VA assistance	1	EXEMPT
Totally and permanently disabled veterans, their spouses or widows, and the widows of veterans who died or were killed on active duty	1	1,400.00
Other war service credits	67	6,700.00
TOTAL NUMBER AND AMOUNT	69.00	8,100.00

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES FOR 1991

Title of Appropriation	Appropriation	Reimbursements and Receipts	Total Amt. Available	Unexpended	
				Expenditures	Balance
					Overdrafts
Executive	24,155.00		24,155.00	23,902.00	253.00
Elec., Reg., & Vital Stat.	1,815.00		1,815.00	2,024.00	0.00
Financial Administration	8,829.00		8,829.00	7,469.00	1,360.00
Cemeteries	4,000.00		4,000.00	4,000.00	0.00
General Government Buildings	4,800.00		4,800.00	5,380.00	0.00
Property Reappraisal	3,100.00		3,100.00	2,340.00	760.00
Planning & Zoning	2,000.00		2,000.00	1,452.00	548.00
Legal Expense	7,500.00		7,500.00	1,681.00	5,819.00
Advertising & Regional Assoc.	2,696.00		2,696.00	2,696.00	0.00
Contingency Fund	2,000.00		2,000.00	2,027.00	0.00
Audit	4,000.00		4,000.00	3,150.00	850.00
Police Department	13,000.00		13,000.00	12,982.00	18.00
Fire Department	6,500.00		6,500.00	6,478.00	22.00
Town Maintenance	174,433.00		174,433.00	174,409.00	24.00
General Highway Expenses	20,000.00		20,000.00	20,013.00	0.00
Street Lighting	3,000.00		3,000.00	2,220.00	780.00
Solid Waste	57,000.00		57,000.00	56,965.00	35.00
Health Department	500.00		500.00	404.00	96.00
Ambulance	4,000.00		4,000.00	4,165.00	0.00
					165.00

Mascoma Home Health Services	3,360.00	3,360.00	3,360.00	0.00	0.00
General Assistance	8,500.00	8,500.00	9,883.00	0.00	1,383.00
Library	2,800.00	2,800.00	2,185.00	615.00	0.00
Parks & Recreation	4,640.00	4,640.00	5,362.00	0.00	722.00
Patriotic Purposes	200.00	200.00	128.00	72.00	0.00
McRae Loan	65,500.00	65,500.00	65,500.00	0.00	0.00
McRae Loan Interest	1,181.00	1,181.00	1,181.00	0.00	0.00
Interest-tax anticipation note	36,000.00	36,000.00	36,690.00	0.00	690.00
New Town Truck	41,000.00	41,000.00	41,000.00	0.00	0.00
Recreation Field	1,500.00	1,500.00	1,504.00	0.00	4.00
McRae Property Renovations	23,035.00	23,035.00	19,134.00	3,901.00	0.00
Payment to Capital Reserve Funds	50,000.00	50,000.00	50,000.00	0.00	0.00
Riddle Hill Bridge	45,000.00	45,000.00	45,000.00	0.00	0.00
FICA	11,500.00	11,500.00	10,660.00	840.00	0.00
Insurance	43,000.00	43,000.00	35,482.00	7,518.00	0.00
History Book		5,007.00	60.00	4,947.00	0.00
TOTALS	680,544.00	5,007.00	660,886.00	28,458.00	3,793.00

FINANCIAL REPORT

For the Calendar Year Ended December 31, 1991

TAXES - ALL FUNDS

Taxes

Property Taxes	1,255,674.63
Yield Taxes	15,553.27
Interest and Penalties on Taxes	<u>21,841.91</u>

TOTAL	1,293,069.81
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Licenses and Permits

Motor vehicle permit fees	46,834.60
Other licenses, permits, and fees	<u>1,444.50</u>

TOTAL	48,279.10
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REVENUES

From the Federal Government

Housing & Urban Renewal (HUD)	64,717.33
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TOTAL	64,717.33
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From the State of New Hampshire

Shared revenue block grant	23,690.72
Highway block grant	79,973.87
State & federal forest land reimbursement	169.70
Gas tax refund	1,375.42
Railroad tax	<u>863.71</u>

TOTAL	106,073.42
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Revenue from miscellaneous sources

Sale of Municipal Property	1,393.17
Interest on Investments	26,672.01
Rents of Property	1,358.00
Refunds	<u>2,725.41</u>

TOTAL	32,148.59
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Interfund operating transfers in		
Transfers from capital reserve fund	172,680.79	
Transfers from trust & agency funds	<u>3,360.00</u>	
	TOTAL	176,040.79
TOTAL REVENUES FROM ALL SOURCES		1,720,329.04
FUND BALANCE JANUARY 1, 1991		213,029.33
	GRAND TOTAL	1,933,358.37
EXPENDITURES ALL FUNDS		
General Government		
Executive	23,902.59	
Election, registration & vital statistics	2,023.72	
Financial administration	10,618.42	
Revaluation of property	2,340.00	
Legal expense	1,680.91	
FICA	10,659.77	
Planning and zoning	1,452.04	
General government building	5,380.88	
Cemeteries	4,000.00	
Insurance not otherwise allocated	35,482.35	
Advertising and regional association	2,696.00	
Contingency	<u>2,027.00</u>	
	TOTAL	102,263.68
Public Safety		
Police	12,982.04	
Ambulance	4,164.63	
Fire	<u>6,477.71</u>	
	TOTAL	23,624.38
Highways, Streets, Bridges		
Highways and streets	194,422.06	
Bridges	45,000.00	
Street Lighting	<u>2,220.20</u>	
	TOTAL	241,642.26
Sanitation		
	56,964.74	
	TOTAL	56,964.74

Health

Administration	404.20
Health Agencies and hospitals	<u>3,360.00</u>

TOTAL 3,764.20

Welfare

Direct assistance	<u>9,883.21</u>
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TOTAL 9,883.21

Culture and Recreation

Parks and recreation	5,362.32
Library	2,184.87
Patriotic purposes	128.30
Other culture and recreation	<u>59.90</u>

TOTAL 7,735.39

Redevelopment and housing

83,032.67

TOTAL 83,032.67

Debt Service

Principal long term bonds and notes	65,500.00
Interest on long term bonds and notes	1,180.79
Interest on tax and revenue anticipation notes	36,690.40
Refunds	<u>12,049.85</u>

TOTAL 115,421.04

Capital Outlay

Rec Field	1,504.62
Machinery, vehicles, and equipment	41,000.00
Building renovations	<u>19,133.98</u>

TOTAL 61,638.60

Interfund operating transfers out

Transfers to capital reserve funds	<u>50,000.00</u>
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TOTAL 50,000.00

Payments to other governments

Taxes paid to county	65,254.00
Taxes paid to precincts/village districts	<u>875,012.50</u>

TOTAL	940,266.50
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Total Expenditures for all Purposes	1,696,236.67
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Fund Balance 12/31/91	204,860.48
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GRAND TOTAL	1,901,097.15
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Reconciliation of School District Liability

School district liability at the beginning of year	415,380.00
School district assessment for current year	911,422.00
Total liability within current year	1,326,802.00
Payments made to school district within the year	-875,012.00
School district liability at the end of the year	451,790.00
New issues during current year	800,000.00
Issues retired during current year	-800,000.00

Short-term debt outstanding at end of year	0.00
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GENERAL FUND BALANCE SHEET

ASSETS	Beginning Yr.	End of Year
Current assets		
Cash and equivalents	213,029.33	204,860.48
Taxes receivable	228,405.73	249,494.37
Tax liens receivable	<u>74,694.27</u>	<u>86,544.21</u>
TOTAL ASSETS	516,129.33	540,899.06

LIABILITIES AND FUND EQUITY**Current liabilities**

Warrants and accounts payable	4,043.00	4,521.45
Housing Grant	18,946.15	630.81
Due to school districts	415,378.00	451,790.00
McRae Renovations	<u></u>	<u>866.02</u>

TOTAL LIABILITIES	438,367.15	457,808.28
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Fund equity

Reserve for encumbrances

Bridge & History Book

Unreserved fund balance

18,087.90

18,027.10

59,674.2865,063.68**TOTAL FUND EQUITY**

77,762.18

83,090.78

TOTAL LIABILITIES AND FUND EQUITY516,129.33540,899.06**FIXED ASSET GROUP OF ACCOUNTS**

As of December 31, 1991

Land and improvements

71,000.00

71,000.00

Buildings

263,600.00

263,600.00

Machinery, vehicles, equipment

433,804.00

474,804.00

Improvements other than buildings

45,000.00

Tax dedeed property

23,200.00**TOTAL**

768,404.00

877,604.00

TOWN CLERK'S REPORT

Auto	\$46,834.60
Dog Licenses	461.50
Marriage Fee	80.00
Filing Fee	<u>8.00</u>
	\$47,384.10

Dorothy H. Davis, Town Clerk

AUDITOR'S CERTIFICATE

This certifies that we have examined the accounts of the Selectmen Treasurer, Town Clerk, Tax Collector, Road Agent, Library Trustees, Trustees of the Trust Funds, Cemetery Accounts, Highway Equipment Fund, Transfer Station Account, Fire Department, Ambulance and Recreation Accounts. We find these accounts correctly cast and properly vouched to the best of our knowledge.

Pamela J. Grinley
Diane Joyce
Auditors

TREASURER'S REPORT

FISCAL YEAR ENDING DECEMBER 31, 1991

RECEIVED FROM:

Tax Collector:

Property Taxes 1991	1,003,565.45
Property Tax Interest 1991	226.43
Property Taxes 1990	112,091.31
Property Tax Interest 1990	3,388.82
Property Taxes Bought by Town 1990	103,524.19
Property Tax Interest Paid by Town 1990	7,804.92
Property Taxes Redeemed 1990	53,262.02
Property Tax Interest & Cost 1990	3,799.07
Property Taxes Redeemed 1989	24,919.65
Property Tax Interest & Cost 1989	6,191.33
Property Taxes Redeemed 1988	23,287.81
Property Tax Interest & Cost 1989	7,751.45
Yield Taxes 1991	13,651.13
Yield Tax Interest 1991	164.01
Yield Taxes 1990	852.27
Yield Tax Interest 1990	155.19
Land Use Change Tax 1990	10,785.00
Land Use Change Tax Interest 1990	165.61
Property Tax Overpayments 1991	11.39
Property Tax Overpayments 1990	191.85
TOTAL	<hr/> 1,375,788.90

Town Clerk:

Auto Permits	46,834.60
Dog Licenses	461.50
Marriage Licenses	80.00
Filing Fees	8.00
TOTAL	<hr/> 47,384.10

Selectmen:

Refunds	2,725.41
Sale of Town Property	1,393.17
Rent of Town Property	1,358.00
Permits & Fees	895.00
TOTAL	<hr/> 6,371.58

Trustee of Trust Funds:

Capital Reserve New Office Building	66,680.79
Capital Reserve Renovations	20,000.00
Capital Reserve Bridge	45,000.00
Capital Reserve New Truck	41,000.00
Mascoma Home Health Service	3,360.00
TOTAL	176,040.79

State of New Hampshire

Block Grant	79,973.87
Revenue Sharing	23,690.72
Gas Tax Refund	1,375.42
Railroad Tax	863.71
Forest Fire Training	169.70
TOTAL	106,073.42

Deposits to Checking Account

Money Market Account Transfer	698,719.00
Certificate of Deposit	200,000.00
Checking Account Interest	5,340.70
	904,059.70

Balance January 1, 1991 115,315.54

Total Receipts 1991:

Received from Tax Collector	1,375,788.90
Received from Town Clerk	47,384.10
Received from Selectmen	6,371.58
Received from Trustee Trust Funds	176,040.79
Received from State of N.H.	106,073.42
Deposit from Accounts	904,059.70
TOTAL	2,731,034.03

Less Bad Check 1991	-54.00
Less Selectmens Orders Paid	2,528,130.31

Balance December 31, 1991 202,849.72

June L. Burrington, Treasurer

TREASURER'S REPORT MONEY MARKET ACCOUNT

Balance January 1, 1991	78,767.64
Deposit Tax Anticipation Loan	800,000.00
Certificate of Deposit	213,591.94
Interest Earned 1991	<u>7,739.37</u>

TOTAL	1,100,098.95
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Withdrawals Transferred to:	
Certificate of Deposit	-400,000.00
Checking Account	<u>-698,719.00</u>

TOTAL	-1,098,719.00
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BALANCE DECEMBER 31, 1991	1,379.95
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TREASURERS REPORT CERTIFICATE OF DEPOSIT

Deposit March 1991	400,000.00
Interest Earned 1991	<u>13,591.94</u>

TOTAL	413,591.94
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Withdrawals Transferred to:	
Checking Account	200,000.00
Money Market	<u>213,591.94</u>

TOTAL WITHDRAWALS	413,591.94
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Balance December 31, 1991	None
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June L. Burrington, Treasurer

TREASURER'S REPORT

HOUSING GRANT ESCROW ACCOUNT

Payments 1991:

R.J. Huber Construction	20,481.00
Donald Roberts	9,532.00
Poirier Home Contracting	5,275.00
Phelps Construction	4,000.00
N.H. Hampshire Electric Co-op, Inc.	3,610.00
Davis Gas Co.	3,322.50
R.P. Johnson & Son	3,178.08
Carl Patten Construction	2,268.08
Brad Hanley	1,500.00
Stanford & Sons	1,371.41
Porter Equipment	1,350.00
Al Magnussen	1,330.00
Central Supply	1,302.56
Absolute Builders	1,287.00
Blodgetts Sash & Door	1,230.64
Adams, McNichol & Melon	1,170.00
Anson Libby	1,033.00
Laros Pump Service	883.00
Lawrence Bixby	590.00
Charleys Plumbing & Heating	247.50
Suburban Propane	194.21
Redhed Supply	106.81
Upper Valley Lake Sunapee Council	43.26
Mountain Mapping	40.00

PAYMENTS	65,346.05
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BALANCE JANUARY 1, 1991	18,315.33
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DEPOSITS 1991	47,030.72
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	65,346.05
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BALANCE DECEMBER 31, 1991

NONE

June L. Burrington, Treasurer

TREASURER'S REPORT HOUSING GRANT REGULAR ACCOUNT

BALANCE January 1, 1991	630.82
Deposits 1991	<u>17,686.61</u>

TOTAL	18,317.43
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Payments 1991:	
Upper Valley Lake Sunapee Council	14,958.39
R.P. Johnson & Son	956.73
Plodzick & Sanderson	800.00
Grafton County Register of Deeds	571.50
Roger L. Remacle Trucking	<u>400.00</u>

TOTAL	17,686.62
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BALANCE December 31, 1991	630.81
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June L. Burrington, Treasurer

TAX COLLECTOR'S REPORT

Tax Rate for three consecutive years:

	School	County	Municipal	Total
1989	23.77	2.02	7.81	33.60
1990	26.60	2.23	9.97	38.80
1991	28.83	2.06	9.37	40.26

Total unpaid property taxes as of December 31st for three consecutive years:

1989	\$237,366.07 - 195 names on unpaid list
1990	\$291,549.43 - 230 names on unpaid list
1991	\$334,234.85 - 250 names on unpaid list

As you can see, the growing tax burden has an effect on more families every year. With this in mind, let me share our "Tax Collectors Code of Ethics" with you. "Whatsoever ye would that men should do unto you, do ye also unto them." Hold this thought and in this coming year as we go to vote on our budgets, let us all have compassion on this ever growing list of names who can't afford more.

I thank you for allowing me to serve as your tax collector.

Donna J. Dugan

TAX COLLECTOR'S FINANCIAL REPORT

Summary of Tax Accounts
Fiscal Year Ended December 31, 1991

DR.		...Levies of...	
Uncollected Taxes:			
Beginning of Fiscal Yr:	1992	1991	Prior
Property Taxes			216,855.16
Land Use Change Tax			10,795.00
Yield Taxes			852.27
Taxes Committed to Collector:			
Property Taxes		1,255,674.63	
Yield Taxes		15,553.27	
Overpayments:			
Property Taxes		11.39	191.85
Interest Collected:			
Delinquent Taxes		390.44	11,504.54
TOTAL DEBITS	0.00	1,271,629.73	240,198.82
CR.			
Remitted To Treasurer:			
Property Taxes		1,003,565.45	215,615.50
Land Use Change Tax			10,795.00
Yield Taxes		13,651.13	852.27
Overpayments		11.39	191.85
Interest on Taxes		390.44	11,504.54
Abatements:			
Property Taxes		4,418.54	1,239.66
Yield Taxes		98.41	
Uncollected Taxes End of Fiscal Year:			
Property Taxes		247,690.64	
Land Use Change Tax		1,803.73	
TOTAL CREDITS	0.00	1,271,629.73	240,198.82

- 1) These uncollected balances should be the same as last year's ending balances
- 2) Overpayments should be included as part of regular remittance items

SUMMARY OF TAX SALES/TAX LIEN ACCOUNTS

FISCAL YEAR ENDING DECEMBER 31, 1991

DR.	...Tax Sale/Lien on Account of Levies of...		
	1990	1989	Prior
Balance of Unredeemed Taxes of Fiscal Year:		50,451.40	24,242.87
Taxes Sold/Executed To Town During Fiscal Year:	114,464.66		
Interest Collected After Sale/Lien Execution:	3,799.07	6,191.33	7,751.45
TOTAL DEBITS	118,263.73	56,642.73	31,994.32
CR.			
Remittance to Treasurer During Fiscal Year:			
Redemptions:	53,262.02	24,919.65	23,287.81
Interest and Cost after Sale:	3,799.07	6,191.33	7,751.45
Abatements During Year	38.80	151.38	
Held due to Bankruptcy			133.16
Deeded to Town During Yr			821.90
Unredeemed Taxes End of Yr	61,163.84	25,380.37	
TOTAL CREDITS	118,263.73	56,642.73	31,994.32

Donna J. Dugan, Tax Collector

TAX RATE COMPUTATION

1991 Tax Rate and Commitment

1991 Tax Rate	40.26
1991 Amount of tax to be Committed to Tax Collector	1,251,134.00

1991 Tax Rate Breakdown

Units of Government	TAX RATES
Town/City	9.37
School	28.83
County	2.06
Combined Rate (Town/City, School & County)	40.26

Due Other Unites of Government

Due School District	911,422.00
Due County	65,254.00

Other Pertinent Information

1991 Overlay	10,013.00
Net Valuation Used in Setting the Tax Rate	31,277,550.00

DETAILED STATEMENT OF PAYMENT

EXECUTIVE

(Includes Selectmen, secretary, their expenses, moderator & town meeting expenses)

Chester Martin, Selectman	2,000.00
Kenneth Cushing, Selectmen	2,000.00
Frank Neufell, Selectmen	2,000.00
Betty Stiles, Clerk	10,090.00
Merle Kenyon, Moderator	80.00
Mascoma Valley Messenger, Ballots	80.50
Louise Gallup, Ballot Clerk	30.00
Mary Richard, Ballot Clerk	30.00
Jean Beard, Ballot Clerk	30.00
Eugene Beard, Ballot Clerk	30.00
Dorothy Davis, Election Official	30.00
L. Normandie, Checklists	15.00
Thelma Downs, Supervisor of Checklist	51.00
Anna Huntley, Supervisor of Checklist	51.00
Betty Stiles, Supervisor of Checklist	51.00
Mascoma Valley Messenger, Ads	463.17
Butterworth's, RSA Updates	381.35
NHMA, Workshops	185.00
New England Telephone, phone	515.68
Register of Deeds, Recording fees	605.34
Stamped Envelope Agency, Envelopes	482.00
Postmaster of Grafton, postage	1,023.49
Mascoma Valley Messenger, Town Reports	2,769.00
Viking Office Products, Supplies	130.87
Quill Corporation, Supplies	198.80
April Donnelly, Clerk services	20.00
Probate Court, recording fees	2.00
Loring, Short & Harmon, Supplies	19.01
Kopy King Printing, Copies	105.66
Canaan Hardware and Supply, Supplies	4.00
Grafton General Store, field trip expense	27.54
Rollins Land Survey, Tax Map Revision	290.00
Dan Huntley, Mileage	17.21
Betty Stiles, Postage & Supplies	93.97

TOTAL

23,902.59

ELECTION, REGISTRATION & VITAL STATISTICS

(Includes Town Clerk & expenses, Voter Registration and Election Expenses)

Dorothy Davis, Vital Statistics	25.00
Dorothy Davis, Town Clerk	1,350.00
Quill Corporation, Supplies	1.92
Anna Huntley, Supervisor of Checklist	83.13
Thelma Downs, Supervisor of Checklist	83.13
Betty Stiles, Supervisor of Checklist	81.00
Mascoma Valley Messenger, Ads	155.12
L. Normandie, Checklists	35.00
Postmaster of Grafton, Postage	29.00
Dorothy Davis, Town Clerk Expenses	12.00
Wheeler & Clark, Dog tags & Licenses	48.47
Branaham Publishing, Reference Books	119.95

TOTAL 2,023.72

FINANCIAL ADMINISTRATION

(Includes accounting, auditing, tax collecting, treasurer, informational systems, purchasing and budgeting.)

Pamela Grinley, Auditor	210.00
Diane Joyce, Auditor	129.50
Donna Dugan, Tax Collector	1,870.00
June Burrington, Treasurer	1,500.00
Deborah Hazelton, Trustee of Trust Funds	300.00
Elaine Sawyer, Trustee of Trust Funds	300.00
Marion Seamans, Trustee of Trust Funds	175.00
Judith Gleason, Trustee of Trust Funds	125.00
Elaine Sawyer, Trustee expenses	1.96
Deborah Hazelton, Mileage	66.60
Donna Dugan, Mortgage search	1,417.00
N.H. Tax Collector's Assoc., Workshop	194.00
Donna Dugan, Expenses	22.03
L. Normandie, Computer Service	633.75
McBee Systems, Supplies	249.15
Homestead Press, Supplies	39.43
NHGFOA, Reference Manual	75.00
Stamped Envelope Agency, Envelopes	160.00

TOTAL 7,468.42

REVALUATION OF PROPERTY

Arthur Morrill, Appraiser	2,340.00
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LEGAL EXPENSES

Daniel Crean, Attorney	1,007.41
Donald Koury, Attorney	90.00
Sulloway, Hollis & Soden, Attorneys	583.50

TOTAL 1,680.91

FICA

Medicare	2,021.68
Social Security	8,638.09

TOTAL 10,659.77

PLANNING & ZONING

April Donnelly, Clerk Services	472.50
Postmaster of Grafton, Postage	199.18
OSP, Handbooks	30.00
Kopy King Printing, Copies	33.12
Mascoma Valley Messenger, Ads	29.26
Marian Morse, Expenses	101.68
Quill Corporation, Supplies	18.01
UVLSC, Reference Books	100.00
Register of Deeds, Recording Fees	48.29
NHMA, Workshop	145.00
RCCD, Workshop	75.00
F. Neufell, Reimbursement for office equipment	200.00

TOTAL 1,452.04

GENERAL GOVERNMENT BUILDINGS**Town Hall:**

Louise Gallup, Superintendant	300.00
Public Service of NH, Electricity	536.43
Dead River-CARRCO, Fuel oil	742.27
Green Acres Lawn Care, Mowing	114.36
Newfound Gas, Propane	42.64
Frank's Lawn Service, Mowing	25.00
Betty Stiles, Supplies	47.23
Betty Stiles, Snow Removal	30.00

TOTAL 1,837.93

New Town Office Building:	
Brian Rogers, New Locks etc.	186.88
Dead River-CARRCO, fuel oil	662.41
Public Service of NH, Electricity	235.43
Francis LaLiberte,	
Reimbursement for water heater and pump switch	248.02
Green Acres Lawn Care, Mowing	466.61
Frank's Lawn Service, Mowing	110.00
Flenniken Pump Co., Water Pump	965.00
JD Carpentry, Rubbish Removal	150.00
Grafton Recreation Committee,	
Reimbursement for electrical work in pole barn	200.00
Stanford & Son, Supplies	38.40
Carl Waswo, Signs	280.00
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TOTAL	3,542.75

INSURANCE

NH Insurance Trust, Blue Cross/Blue Shield	6,311.04
Alexander & Alexander, Public Officials Liability	1,370.00
Compensation Funds of NH, Workmans Comp & Unemployment	6,799.31
Property-Liability Insurance Trust, Liability & Fleet Insurance	20,347.00
Reginald Barney Insurance, Bonding	655.00
	<hr/>
TOTAL	35,482.35

REGIONAL ASSOCIATION

NH Tax Collector's Association	15.00
NH Health Officer's Association	10.00
NH Assessing Officials Association	20.00
UVLSC	747.00
NHMA	500.00
Road Agent Association	20.00
Senior Citizen Council	833.00
Community Action Program	531.00
NH City & Town Clerk's Association	20.00
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TOTAL 2,696.00

CEMETERIES

Cemetery Trustees	4,000.00
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AUDIT

Plodzick & Sanderson	3,150.00
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CONTINGENCY FUND

Dead River/CARRCO, new furnace/town office building	2,027.00
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POLICE DEPARTMENT

Francis LaLiberte, Chief	3,804.00
Merle Kenyon, Deputy	2,400.00
Brian Rogers, Chief	1,000.00
Eileen McKeon, Matron	48.00
Judy Swirski, Matron	48.00
Grafton General Store, Gas	589.92
Grafton General Store, Supplies	36.54
New England Telephone, Phone	819.03
Butterworth's, Set of RSA's plus updates	1,301.34
Sargent-Sowell, Inc., Supplies	94.56
Francis LaLiberte:	
Reimbursement for developing	35.82
Reimbursement for telephone	79.88
Reimbursement for training equipment	598.00
Postmaster of Grafton	29.00
Public Service of NH, Electricity	394.08
Hewitt's Grafton Garage	21.95
Mascoma Valley Messenger, Ads	44.26
Treasurer, State of NH, Radar equipment check	20.00
Janice Harvey, Mini Blinds	280.16
Ossipee Mountain Electronics, base station	1,337.50

TOTAL	12,982.04
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AMBULANCE

Jennifer Snyder, Swim Instructor	400.00
Mascoma Valley Messenger, Ads	51.50
Merriam-Graves Corporation, Supplies	383.23
Parker McCartney, EMT Training	250.00
Carol Goodman, EMT Training	250.00
North Country EMS, Training	350.00
Robert Morancy, Training	246.00
Phoenix Distributors, Supplies	34.50
Robert Hamlin, Workshop	40.00
Quill Corporation, Supplies	28.44
Kathleen Waswo, Reimbursement for expenses	8.00
Grafton Volunteer Ambulance:	
Reimbursement for mileage	205.70
Reimbursement for training	146.00
Brewster Gove, Mileage	215.55

Hewitt's Grafton Garage, Gas & repairs	580.10
Steve Colburn, Mileage	75.38
Town of Hanover, 1/2 dispatch fee	420.00
Judy Swirski, Supplies	7.90
Lorraine Clough, Mileage	20.00
R & R Communications, Repairs & Supplies	190.31
Evans Motor Fuels, Gas	19.30
Richard Blair, Reimbursement for Training	146.00
Marine Rescue Products, Inc., Supplies	96.72

TOTAL	4,164.63
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FIRE DEPARTMENT

Heiman Fire Equipment Inc., Equipment	62.94
Dingee Machine Co., Repairs	155.83
Dead River-CARRCO, Fuel oil	527.17
Public Service of NH	347.70
NH Fire Standards & Training Commission	10.00
Hewitt's Grafton Garage, Gas & Repairs	451.79
R & R Communications, Repairs	55.83
Laconia Fire Equipment Inc., Supplies	82.20
UVRESA, Dues	50.00
Town of Hanover, 1/2 of Dispatch fee	784.58
Paul Gove, Expenses	139.00
Fire Tech & Safety of NH, supplies	33.46
Ossipee Mountain Electronics, Supplies	432.50
Phoenix Distributors, Supplies	28.82
Blanchard Assoc., Supplies	50.00
Danbury Vol. Fire Dept., Supplies	94.68
The Fire Barn, Equipment	2,739.66
Donald Gallup, Reimbursement for equipment	76.02
Paul Gove, Forest Fire Control Training	220.46
Richard Williams, Forest Fire Control Training	24.15
Kenneth Cushing, Forest Fire Control Training	110.92

TOTAL	6,477.71
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HIGHWAYS

General Expense:

Grafton General Store, Supplies	160.57
TK Auto Supply, parts	147.41
Pratt's Propane & Fuel Oil	745.48
Public Service Co. of NH, Electricity	877.84

New England Telephone, Phone	596.78
RP Johnson & Son, Supplies	958.71
Irwin Motors, Parts	451.41
Kibby Equipment, Parts	662.69
Hammond & Sons, Lumber	498.00
Canaan Hardware, Supplies	277.76
Barrett Equipment Inc., Parts	105.44
Phoenix Distributors, Lease Contract	195.63
Fire Security Services, Supplies	371.60
Donbeck Sales, Equipment & Supplies	2,350.77
Brownie's Auto Parts, parts	725.32
Ed's Equipment, Parts	803.66
Glen Gallup, Reimbursement for parts	10.34
Miller Auto, Parts	461.25
Portland Glass, Parts	231.45
Hewitt's Grafton Garage, parts	375.20
Bailey Brothers, Parts	223.26
Fire Security Services	38.95
Carl Waswo, Lettering	365.00
Harold Fairfield, Inc., parts	786.70
Old Dominion Brush, parts & broom	2,360.00
Wetlands Board, permit	50.00
Emmons Small Engines, Supplies & repairs	497.85
NE Equipment Co. Inc., Parts	375.12
Viking-Cives, Inc., Plow & Wing Mount	3,827.21
Reynolds & Son Inc., supplies	129.32
North Country Equipment Corp., parts	262.51
Randy's Autobody, Parts	90.00
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TOTAL	20,013.23

Winter Roads:

John Bassett	12,780.00
Robert Bassett	11,133.23
Glen Gallup	10,932.13
Frank White	10,980.03
George Belloir	247.00
Log-Con Supply Assoc., Plowblades	528.80
Evans Motor Fuels, diesel	4,364.57
RP Johnson & Son, winter salt	4,703.48
Hewitt's Grafton Garage, gas & repairs	2,241.13
Alltex, uniforms	642.60
Brownie's Auto Parts, Parts	595.74
John Deere Leasing Co., Grader lease agreement	15,022.50
BB Chain Co., Supplies	1,206.00

Phoenix Distributors, Supplies	88.69
Ed's Equipment Service, Parts	172.71
Kibby Equipment, Parts	327.73
Albert Belloir, Services	116.00
Stephen Meding, Sand & Gravel	2,205.00
NH Equipment Co., Parts	469.14
Richard Williams, Sand	2,986.50
Paul Usanis, Gravel	2,161.25
Frank's Auto & Excavation Services, dozer rental	675.00
Emmons Small Engines, Supplies	271.50
Canaan Hardware & Supply, Supplies	77.06
Gateway Motors, Parts	8.59
Randy's Autobody, Parts	15.00
Austin Construction, Bridge work	2,200.00
Hewes Co., Inc., Parts	328.75
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Summer Roads	87,480.13
John Bassett	10,800.00
Robert Bassett	8,533.50
Glen Gallup	8,185.70
Frank White	7,910.10
George Belloir	4,226.94
Bond Optics, Crushed stone & gravel	2,707.58
Evans Motor Fuels, Diesel	3,380.35
Alltex, Uniforms	795.60
WWD Logging & Land Clearing Inc., Hauling brush	450.00
Hewitt's Grafton Garage, Gas & repairs	1,281.46
Penn Culvert Co., Culverts	748.00
Frank's Auto & Excavation Services, Dozer rental	1,100.00
Roy Melansen, gravel	3,211.25
Viking-Chives Inc., Plow wing & mount	3,827.21
NE Equipment Co. Inc., Excavator rental	11,601.32
Wild Meadow Autobody, repairs	390.00
Albert Belloir, Drilling & blasting	9,774.50
Burteo/Northeastern Culverts, Culverts	899.20
Northern Petroleum Co., Supplies	203.04
Canaan Hardware & Supply, Supplies	28.04
Brownie's Auto Parts, Parts	80.16
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TOTAL	80,133.95
Cutting Brush:	
E.J. Owens, Mower rental	2,912.50

Culverts:	
Penn Culvert Co., Culverts	2,449.60

Patching & Oiling:	
Blaktop, Inc., Cold patch	1,432.65

RIDDLE HILL BRIDGE

Austin Construction Co.	45,000.00
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STREET LIGHTS

Public Service Co. of NH Inc.	1,997.83
NH Electric Cooperative, Inc.	<u>222.37</u>

TOTAL	2,220.20
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SOLID WASTE DISPOSAL

Randal Martin	6,099.75
Edward Grinley	5,170.75
Chester Martin	399.75
Stewart Downs	198.25
Gary Poitras	58.50
Wesley Joyce, Sr.	32.50
Ralph Flad	61.75
G & F Chemical Toilets, Rental	377.99
Northeast Waste Services LTD, tipping, hauling, rental	33,533.99
Public Service Co. of NH, Electricity	689.52
New England Telephone, phone	374.38
Canaan Hardware & Supply, Supplies	365.58
RP Johnson & Son, Supplies	174.49
Randal Martin, Certification class	50.00
Frank's Auto & Excavation Services, dozer rental	682.50
C & G Country Convenience, Supplies	10.46
Quill Corporation, trash bags	62.68
United Environmental Systems, Inc., Tire removal	609.00
Northern State Tire Corporation, Tire removal	695.40
Edward Grinley, Rubbish removal	550.00
Northeast Waste Services LTD, newsprint	63.50
B & J Engines, Chain saw	229.00
Jens Thoresen, Cement pad	2,925.00
Frank Neufell, Crushed stone	300.00
Edward Grinley, Plowing	50.00
Cumbeland Engineering, Granulator	<u>3,200.00</u>

TOTAL	56,964.74
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HEALTH AGENCIES

Mascoma Home Health Services	3,360.00
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HEALTH DEPARTMENT

NH Health Officer's Association, Workshop	15.00
PIP Printing, Supplies	35.20
Glenn Duffin, Salary	300.00
NH Environmental Services Lab, Water Testing	54.00

TOTAL	404.20
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WELFARE

Chester Martin, Salary	375.00
Jennie Joyce, Salary	125.00
Chester Martin, postage & phone	34.25
Case #1	100.00
Case #2	396.23
Case #3	869.77
Case #4	407.54
Case #5	267.40
Case #6	273.65
Case #7	1,723.55
Case #8	936.60
Case #9	279.01
Case #10	1,524.45
Case #11	167.28
Case #12	199.35
Case #13	721.56
Case #14	847.57
Case #15	500.00
Case #16	135.00

TOTAL	9,883.21
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PARKS AND RECREATION

Public Service Co. of NH, Electricity	158.28
Mascoma Valley Messenger, Ads	336.67
Oriental Trading Co. Inc., Supplies	240.35
US Toy, Inc., Supplies	157.49
G & F Chemical Toilets, Rental	866.05
Dinn Brothers, Inc. Supplies	74.75
Frank's Lawn Service, Mowing	1,200.00
Blood's Seafood & Catering, Tent rental	650.00
Telstar Display Fireworks, Fireworks	850.00
Lorraine Clough, Field Director	300.00

Marine Rescue Products, Inc., Supplies	96.73
Jennifer Snyder, Swim Instructor	400.00
NH Environmental Services Lab, Water testing at beach	<u>32.00</u>
TOTAL	5,362.32
LIBRARY	
Dead River - CARRCO, fuel oil	702.54
Public Service of NH, Electricity	129.88
Mary L. Gove, Librarian	1,182.50
Mascoma Valley Messenger, Ads	19.95
Walter Hazelton, Custodial Services	<u>150.00</u>
TOTAL	2,184.87
PATRIOTIC PURPOSES	
Mary L. Gove, postage, prizes for Old Home Day	23.30
Bannerman Sign & Promo, Flags	<u>105.00</u>
TOTAL	128.30
McRAE PROPERTY LOAN	65,500.00
INTEREST ON McRAE PROPERTY LOAN	1,180.79
TAX ANTICIPATION NOTE	800,000.00
INTEREST ON TAX ANTICIPATION NOTE	36,690.40
RECREATION FIELD	
Stanford & Sons Inc., Lumber	124.62
C. Tibbetts, Field work	<u>1,380.00</u>
TOTAL	1,504.62
NEW TOWN DUMP TRUCK	
Ed's Equipment, Truck	31,182.52
Hewes Co. Inc., Body parts	9,200.00
Kibby Equipment, parts	587.92
North Country Equipment, Parts	<u>29.56</u>
TOTAL	41,000.00

RENOVATIONS TO McRAE BUILDING

Police Station:

RP Johnson & Son, Supplies	3,873.33
Stanford & Sons, Inc., Supplies	330.23
Glen Gallup, Cement Work	675.00
Newport Sand & Gravel Inc., Cement	416.50
Stiles Interior, Carpet	823.20
Dennis Salvail, Electrical work	101.15
Francis LaLiberte, Reimbursement for electrical supplies	863.57

TOTAL 7,082.98

Town Offices:

Richard Hackeman, Plans	241.00
Ludwig Leskovar, Carpentry Work	7,810.00
Dennis Salvail, Electrical Work	4,000.00

TOTAL 12,051.00

PAYMENTS TO CAPITAL RESERVE FUNDS

Bridge Replacement CRF	10,000.00
Property Reappraisal CRF	5,000.00
Ambulance CRF	10,000.00
Fire Station CRF	25,000.00

TOTAL 50,000.00

HISTORY BOOK

Kenneth Cushing, History Book Expenses	42.40
Phelps of Hillsboro, copies	17.50

TOTAL 59.90

REFUNDS, ABATEMENT, DISCOUNTS

Refunded interest on McRae property loan	25.12
Tax overpayments	232.57
Tax Refunds	4,936.66
Fees, dogs, marriage, town officials	6,855.50

TOTAL 12,049.85

GRAFTON COUNTY TAX 65,254.00

MASCOMA SCHOOL DISTRICT 875,012.50

TAXES BOUGHT BY TOWN 114,464.66

ROAD AGENT'S REPORT

After working on the Kinsman's Highway project for two months during the summer, we are pleased to say we have kept the road open for the better part of this winter. Work during this two month period included removal of stumps, ledge, and roadside dirt (which was used on the project) and an application of gravel was laid. During 1992 the Highway Department plans on the bridge replacement and a complete top coat of gravel, thus making this section of the Kinsman's Highway project completed.

An extremely hazardous, narrow section of Gifford Hill Road was renovated. The crews worked on removing stumps and road debris, installing culverts, grading, and making the road much wider. The section completed is in the vicinity of Gifford Four Corners.

The Bridge project on the Wentworth Road at the Danbury town line was completed this year with the installation of new railings and the banks and slopes were loamed and seeded. A drainage culvert was also installed in that area.

Our regular maintenance program this year included mowing the roadsides, pruning out hazardous brush and trees, stockpiling winter sand, cold patching pot holes, maintaining ditches and run-offs, and grading roads. As you may know, the smaller Galion grader has been inoperable due to a nonfunctioning motor and hydraulic system. This has cut back on a lot of the grading.

We appreciate the kindness and cooperation the townspeople have shown the Department this year. Thanks on behalf of the entire Highway Department.

Respectfully,
John Bassett

SELECTMEN'S REPORT

The good news for 1991 was that the town was able to accomplish its goals and operate within its budget to the extent that we finished the year with a surplus of \$18,852. The municipal portion of our tax rate reflects this, with the town's portion down \$.60, as well as the county's portion down. Unfortunately the school portion again rose a whopping \$2.33. Some of this increase can be attributed to an increase in our ADM (average daily membership or pupil population) that rose from 191.1 to 200.1 of this past year.

The recession that began the year before continued to impact us this past year as well. The extent of recession manifested itself both in the ability of tax payers to pay their taxes on time and the number of applications for welfare and the amount we were obligated to pay.

During the course of this past year the newly acquired former McRae residence was converted into town offices and a police station. The town office portion of the renovations proceeded in stages as we kept track of the expenditure of money and met certain setbacks, namely the replacement of the pump to the artesian well and the replacement of the furnace. In addition, we had the first floor rewired, new lighting installed, smoke detectors, emergency lighting, and made the offices completely handicapped accessible, including a new ramp in the rear of the building.

The bridge crossing Smith River for Riddle Hill Road was repaired this fall. The abutments have been widened and replaced. The existing deck has been widened, railings are in place and approaches are scheduled to be repaved for the forthcoming year.

While finances occupy most of our thoughts these days, let us not overlook our human resources. The personnel of the police department are to be congratulated for converting a decrepit shed into a most pleasing setting. Our road agent and crew continued doing a good job on Kinsman Highway as most of it has been rebuilt, with the exception of Quigg's Bridge. This road is now accessible year round and has been made so at a fraction of the estimated \$200,000 that we received three years ago. In addition to this cost saving project, the road crew has widened a section of Gifford Hill Road and replaced a culvert on Riddle Hill.

Returning to finances, let us review all of the town's expenditures. The selectmen received a considerable amount of criticism on going over the budget on welfare. But the town's other welfare programs, current use, receives little criticism or adverse attention, but yet accounts for a loss of \$110,171.49 in tax dollars for 1991. How long can the town afford this program? The town has no say in the program, it is mandated by the State. Perhaps voters should demand a change by contacting their legislators.

Looking ahead to this year's town meeting, we support the fire department in their quest to build a fire station. After examining the library, we found several defects that we believe need immediate attention, thus we have placed an article on the warrant requesting an appropriation to repair these defects.

We are also asking for \$9,117 to paint or put siding on the exterior of the town office building which would put a nice finishing touch on the whole building.

We would like to take this time to thank all departments and volunteers for their continued support this past year. A lot has been accomplished this past year as a result of this joint effort. Let us keep the town in a forward motion in spite of the hard times and look forward to a turning point in the near future.

We are looking forward to moving into the town office building early this year. In this building will be the selectmen's office, a meeting room for the planning board and other town committees. There will be space for the tax collector and town clerk also. The Welfare Officer will have an office and food pantry upstairs. The vacated selectmen's office in the Town Hall could be used by the recreation department for storage. Other functions will continue in the Town Hall as usual, under the supervision of the Selectmen.

Chester Martin
Frank Neufell
Kenneth R. Cushing

REPORT OF THE TRUSTEES OF TRUST FUNDS FOR 1991

The Town received \$2,826.45 of trust fund interest income for cemetery care and \$200.89 for the purchase of books for the Town Library.

The following additions to capital reserve funds were voted at Town meeting:

Additions to Capital Reserve Funds were as follows:

New Ambulance	\$10,000
Bridge Replacement	10,000
Fire House	25,000

Expenditures from Capital Reserve Funds were as follows:

Bridges - Riddle Hill	\$45,000.00
Highway Equipment	41,000.00
Town Offices	86,680.79

Interest from the Kilton Doctor Fund was expended as follows:

\$1,170.00	Medical expense reimbursement of \$10.00 each to 117 Grafton Residents.
\$1,000.00	Ambulance operating expenses.
\$3,360.00	Reimbursement of Grafton's per capita payment to Mascoma Home Health Services.

The Trustees of Trust Funds meet at the Town Hall from 7 to 8 p.m. on the fourth Tuesday of each month. Town residents may present the Trustees with receipted bills for medical, dental, or eye treatment at these monthly meetings or by mailing a Self-Addressed-Stamped-Envelope to Trustees of Trust Fund, RR 2, Box 611, Grafton, NH 03240. The Kilton Doctor Fund provides for reimbursement up to a maximum of \$10 per person. No bills will be received between the December and January meetings. Bills dated after the last December meeting will be accepted at the January meeting and paid for the ensuing year.

Elaine MK Sawyer 1992
Judy Gleason 1993
Deborah Hazelton 1994

SUMMARY REPORT OF TRUST FUNDS FOR 1991

GRAFTON, NEW HAMPSHIRE

FUND	PRINCIPAL-----			INCOME -----				
	Balance 1/1/91	Received 1991	Expended 1991	Balance 12/31/91	Balance 1/1/91	Received 1991	Expended 1991	Balance 12/31/91
Kilton Fund	25,000.00	0.00	0.00	25,000.00	55,720.79	9,247.60	9,260.64	55,707.75
Cemetery Funds	27,284.36	0.00	0.00	27,284.36	10,257.26	2,785.37	2,807.40	10,235.23
Library Funds	4,200.00	0.00	0.00	4,200.00	0.00	200.89	200.89	0.00
Capital Reserve Fund								
Highway Equipment	31,242.00	0.00	31,000.00	242.00	9,899.74	1,108.01	10,000.00	1,007.75
Capital Reserve Fund								
Town Offices Fund	44,530.98	25.12	40,000.00	4,556.10	45,204.52	3,361.07	46,680.79	1,884.80
Capital Reserve Fund								
Bridge Fund	30,577.69	10,000.00	40,000.00	577.69	17,869.60	2,956.95	5,000.00	15,826.55
Capital Reserve Fund								
Tax Reappraisal Fund	19,807.97	5,000.00	0.00	24,807.97	12,353.22	2,165.68	0.00	14,518.90
Capital Reserve Fund								
Solid Waste Fund	25,000.00	0.00	0.00	25,000.00	6,547.50	2,197.92	0.00	8,745.42
Capital Reserve Fund								
Recreation Field Shelter	7,500.00	0.00	0.00	7,500.00	1,241.73	611.67	0.00	1,853.40
Capital Reserve Fund								
New Fire Station	25,000.00	25,025.12	0.00	50,025.12	1,032.61	2,472.12	0.00	3,504.73
Capital Reserve Fund								
New Ambulance	30,000.00	10,000.00	0.00	40,000.00	4,966.76	2,907.97	0.00	7,874.73
Capital Reserve Fund								
History Book	1,867.00	0.00	0.00	1,867.00	674.47	141.18	0.00	815.65

REPORT OF THE LIBRARIAN

TOTAL CIRCULATION OF BOOKS FOR 1991

Fiction	841
Non-Fiction	383
Magazines	183
Youth	494
Juvenile	939

New books purchased

Fiction	93
Non-Fiction	37
Youth	49
Juvenile	76

LIBRARY HOURS:

WEDNESDAYS - 3:00 - 5:00 p.m. & 6:30 - 8:00 p.m.
SATURDAYS - 10 a.m. - Noon - 2nd and 4th Saturday of the month

Mary L. Gove, Librarian

GRAFTON PUBLIC LIBRARY TRUSTEES REPORT

RECEIPTS:

Cash Balance on Hand 1/1/91	1,724.11
First N.H. Bank N.O.W. Interest	108.25
Interest - Ruth Leonard & Barney Flanders Accts.	465.75
Mildred Braley Trust	376.63
Reimburse for Tim Hazelton working in Library	27.50
Interest - Burnham C.D.	<u>2,286.64</u>

TOTAL RECEIPTS	4,988.88
LESS EXPENDITURES	<u>-2,539.38</u>

<u>12/31/91 Balance on Hand</u>	<u>2,449.50</u>
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EXPENDITURES

Books	2,101.13
Magazines	194.88
Deborah Hazelton (Keeping Records)	50.00
Postmaster - Grafton, NH (Stamps)	5.80
Mary Gove (2nd hand books)	25.92
Tim Hazelton - work in Library	27.50
Brodart (supplies)	20.37

Ken Hazelton - clean cellar	5.00
Service Charges N.O.W.	68.17
Check Charge (New Checks)	<u>40.61</u>

TOTAL EXPENDITURES	2,539.38
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MASCOMA CERTIFICATE #386009030
BURNHAM FUND

1/1/91	27,440.75
5/91 - Withdraw Int.	-2,286.64
1991 Interest	<u>1,949.26</u>
12/31/91 Balance	27,103.37

MASCOMA SAVINGS ACCT. #900047711

1/1/91	1851.8
Interest	<u>104.31</u>
12/31/91	1,956.11

MASCOMA CERTIFICATE #382010346

1/1/91	3,055.74
INTEREST	<u>218.12</u>
12/31/91	3,273.86

Respectfully submitted
Deborah P. Hazelton, Treasurer

REPORT OF TOWN FOREST FIRE WARDEN AND STATE FOREST RANGER

1991 was a very dry and busy year for the New Hampshire Forest Fire Service as well as local fire departments due to our increase in the number of fires. Our three major causes of fires in 1991 were non-permit, children and smoking materials. 450 wildland fires in New Hampshire burned approximately 150 acres for an average fire size of one-third acre.

Primarily, the local fire department is responsible for extinguishing these fires. Keeping the average fire size this small is a tribute to early detection by citizens, our fire tower lookout system and the quick response of our trained local fire departments.

In every municipality, there is a Forest Fire Warden and several Deputy Wardens that are responsible for directing suppression action on wildland fires, working with other fire department members under the direction of the N.H. Forest Fire Service to make sure that all fire department members are properly trained and equipped for suppressing wildland fires. Forest Fire Wardens and Deputy Wardens receive specialized training each year, presented by the N.H. Forest Fire Service, to keep their skill level and knowledge of forest fire laws up to date.

The local Warden and selected Deputy Wardens are also responsible for issuing burning permits for any open burning that is to be done in their community. In New Hampshire, any open burning, except when the ground is completely covered with snow, requires a written fire permit prior to lighting the fire. Before doing any open burning, it is recommended that you contact your local fire department to see if a permit is required and to save your community the cost of sending fire equipment on a false alarm. Any person violating the permit law (RSA 224:27) shall be guilty of a misdemeanor.

Please help your local Warden and fire department by requesting a fire permit before kindling a fire, be understanding if they tell you it is not a safe day to burn and help keep New Hampshire green! Thank you for being fire safe.

**Robert D. Nelson, Chief, Forest Protection
Bryan C. Nowell, Local Forest Ranger
Paul C. Gove, Municipal Forest Fire Warden**

REPORT OF THE VOLUNTEER FIRE DEPARTMENT

The fire department responded to the following calls in 1991:

Trees on Power Lines	3
Chimney Fires	2
Lighting Strike to House	1
Car Accidents	4
False Alarms	2
Smoke in Cellar at Grafton Inn	1
Generator & Structure Fire at Mine	1
Brush Pile Gravel Bank	1
Propane Gas Leak	1
Control Burns	2

Mutual Aid Calls:

Grafton covered for Canaan at Station	19
Grafton Responded to Scene at Canaan	1
Grafton Responded to Scene at Dorchester	1
Grafton Responded to Danbury Fire Scenes	2
Danbury Covered for Grafton at Station	2
Enfield Responded to Fire Grafton 4A	1
Grafton Responded Car Accident at Danbury	1

We would like to thank the townspeople who have supported us this past year through their donations and memorial gifts.

To the Grafton Fire Auxiliary Ladies - thank you - for your help at our suppers, Old Home Day and for the purchases of fire clothing.

Paul C. Gove, Chief

FIRE AUXILIARY REPORT

The Fire Auxiliary meets on the second Monday of each month at 7:30 p.m. at the Town Hall. Dues are fifty cents a year and new members are welcome. We raise money for the Fire Department by running the Grafton-Sullivan County Fire Wardens Supper, the annual Firemen's Supper, and staffing a booth at Old Home Day.

Officers this year are:

Mary Gove, President
Marion Seamans, Vice-President
Marguerite Conley, Secretary
Ellen Williams, Treasurer

The members thank all who have helped us this year.

Respectfully Submitted,
Marguerite F. Conley

VOLUNTEER FIRE DEPARTMENT TREASURER'S REPORT

Balance December 31, 1990	6,175.53
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Income

Tickets		924.00
Reimbursement from Members for Equipment		69.90
July 4th		715.00
Old Home Day		151.85
Fire Warden Supper		144.51
Hunter Supper		642.60
Interest		348.25
Donations:		
Bundagte Fund		1,500.00
Vernon Lindhall		200.00
Sherely Kemp		100.00
Hunter Supper		245.00
John Currian		20.00
Barbara Bruda		20.00
Roy Mogan		25.00
Memory of Don Fowler		10.00
Memory of Les Seamans		25.00
Memory of Lena Williams		90.00
Miscellaneous - Minutes		4.00

TOTAL INCOME	5,235.11
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Expenses

Gifts of Appreciation and Memorials		
Twin State Monument	150.00	
Bannerman Sign and Promo	454.00	
Engraving	7.20	
M.V.R.H.S. Graphics Dept.	50.00	
Gift Certificate	50.00	
		711.20
Advertising for 1991		
Mascoma Messenger	65.00	
		65.00
Postage	58.00	58.00
Training Expenses	914.74	914.74

Fundraising Expenses		
Nissen	57.78	
L. Clough	8.32	
Grafton General Store	102.25	
C & G's Country Store	261.00	
Market Basket	19.39	
Tent Rental	100.00	
		548.74
Equipment	288.07	288.07
Repairs - R & R Communications	342.50	342.50
Miscellaneous		
Mitchell T's	312.00	
Coffee	5.00	
Overdraft	10.00	
		327.00
	TOTAL EXPENSES	3,255.25
Balance December 31, 1990		8,155.39
CD #1		9,900.44
CD #2		7,611.06

Lorraine Clough, Treasurer

AMBULANCE REPORT

Forty one calls were answered by the eleven members of the Grafton ambulance in 1991. Of this number 23 were medical emergencies, 16 were trauma related (accidents), and the remainder, 2, were mutual aid calls to Canaan. In addition to responding to these calls, members manned the ambulance set up as a first aid station and public relations booth at the recreation field during the 4th of July.

Training was very intense this past year. The membership of the squad increased to eleven, with two attending first responder courses for the forthcoming year and another taking a "bridge course" leading to an EMT certificate. Our members attended several training workshops offered during the course of the year, including a crisis intervention course instructed by the staff of Headrest, a water safety course aptly taught by Jennie Snyder, a trauma course presented in Concord, and a workshop in cold weather rescue techniques offered in Hanover.

Due to the generous bequeath made by the late Don Fowler, the ambulance squad was able to purchase a defibrillator. With an average run time of forty minutes to the nearest hospital and a "window" of only eight minutes, this device should improve the survival chances of a patient who goes into cardiac arrest. In conjunction with the purchase of the defibrillator, five members attended a course to certify in its operation.

This past year the ambulance broadened its focus of helping the community by co-sponsoring the swimming program. For 1992 we will be seeking other ways to help the citizens of Grafton. Some possibilities include offering a CPR course to the general public, sponsoring a baby sitting workshop for prospective babysitters, and continued sponsorship of the swim program. As always we welcome any who would wish to train and join the squad as EMTs. We thank all for their continued support. We would also would like to thank April Donnelly for donating her time by taking the minutes at each of our meetings.

Respectively submitted,
Kenneth R. Cushing, Captain

AMBULANCE FINANCIAL REPORT

Balance December 31, 1990	3,257.13
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INCOME

NOW Account Interest	198.47
Kilton Fund	1,000.00
Ambulance Fund	85.00
Reimbursement from Town	351.70
Transfer of Funds - First N.H. ***	8,900.00
Donations:	
*** (In memory of Don Fowler \$10,000.00 set in special account)	
General Donations	310.00
In Memory of Clint Dwelly	328.00
In Memory of Phillip Paight	145.00
In Memory of Howard Belloin	100.00
TOTAL INCOME	14,675.30

EXPENSES

Training - Courses, Recert., Books	1,513.93
Merriam & Graves - Supplies	1,827.09
Postage & Box Fees	51.35
Town of Hanover Dispatch Fees	364.59
R & R Communications - Repairs	264.10
Evans Fuel - Fuel	24.00
Ed Berrios	202.53
Headrest	150.00
Hewitts Garage - Fuel	138.90
Laerdal Medical Corp.	925.19
Physio Control - Defibrillator	7,033.77
Ossipee Mountain Radio	1,147.50
TOTAL EXPENSES	13,642.95

Balance December 31, 1991	1,032.35
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First N.H. Bank Preferred Account	3,928.04
Mascoma Savings Bank CD Account	10,810.15
Mascoma Savings Bank Savings Account	133.17

Brewster G. Gove, Treasurer

POLICE REPORT

1991 was a busy year for your police department.

At a special Town Meeting in April, Grafton voters approved the sum, not to exceed \$7,000, for the Department to build a Police Station at the new Town Office Building in the section which at this time was an attached wood shed. Using the allocated funds to buy the materials and supplies needed for construction and volunteers who so willingly gave of their time and talents to make it all possible we opened our new station in July.

Thanks to this new facility, all our department records and equipment are now permanently located.

Having a new training room and equipment enabled us to obtain training film from N.H. Police Standards and Training to receive the mandatory number of hours of training required to maintain our Certifications. Training sessions offered at PS&T and Troop F State Police Headquarters were also attended.

As is mandatory each year, all members of the Department were certified with their weapons.

We also have in place a new base radio station which enables us to be in contact with the Fire and Ambulance channels, Troop F State Police Headquarters, Grafton County Sheriffs Department, Grafton Highway Department vehicles, and our school bus drivers. This capability is also installed in our cruiser.

Incidents of burglary and theft have dropped off to some degree this year. I would hope that having a police station in town, and further visibility of your police cruiser out on patrol will have an impact on this problem. Registration plate numbers of any suspicious vehicle in your area (night or day) would be of great assistance in the investigation of these crimes. Be assured that all occurrences of such incidents, with the cooperation of the N.H. State Police are still under investigation.

All applications for pistol permits or renewals and any other forms you may require, accident report forms etc., may be obtained at the station. We also have a complete updated library of N.H. law books if you wish to check any legal matter that you may have a problem with. Our goal is to make your Police Department as accessible to you the people of Grafton as we reasonably can. Stop by and see us and your new station. We are there most days and 7-9 Wednesday evenings.

Thank you for your continued support.

Respectfully Submitted,
Frank LaLiberte, Chief
Merle Kenyon, Sargent
Joseph Thomas, Jr., Officer

POLICE STATISTICS REPORT

TOTAL MAN HOURS - 1115.5

COMPLAINTS

Ambulance Assist	10
House Checks	137
Escorts	4
Animal complaints	82
Fire Assists	5
Messages Delivered	24
Missing Persons	2
Relays	1
Assists to Other Depts.	40
Suspicious Person Checked	21
Abandoned Property	3
Towed Vehicles	10
Road and/or Utility Problem	6
Truants	1
Domestic	42
Assault	1
Thefts	25
B & E	17
Criminal Trespass	16
Criminal Arrests	5
Disorderly Conduct	3
Criminal Mischief	20
Alarms Answered	17
Civil Matters	49
Police Community Relations	67
Bad Checks	12

TOTAL CALLS 619

MOTOR VEHICLE

MV Accidents Investigated	24
PI	4
PD	13
MINOR	10
Suspicious Vehicles Checked	39
Traffic Hazards	14
Assisted Motorists	15
VIN Checks	23
MV Warnings	26
MV Checkups	13

TOTAL (M/V only) 181

Total Cruiser Mileage - 6251

Frank LaLiberte, Chief of Police

REPORT OF GRAFTON PLANNING BOARD

1991 was again a quiet year for the Planning Board, due in no small part to the slowing economy. There were only two sizeable subdivisions that came before the Board for review. There were a small number of single-lot plans. The Planning Board has taken over the driveway permit system as prescribed by State law, and is working with the Road Agent to keep them up to date.

The Excavation Ordinance will have to be reworked to reflect recent changes promulgated by the State Legislature this past session. The Board continued to review the new R.S.A.'s that concern land use ordinances and will work them into our current subdivision regulations.

Respectfully Submitted,
Francis Lombardi

REPORT OF THE CEMETERY TRUSTEES

The Cemetery Department consistently takes care and maintains eight cemeteries in town.

We started this spring by raking and removing leaves and fallen limbs from each cemetery.

As we started mowing the cemeteries this year, it was evident to us that the lawn mowers and trimmers that were purchased in the spring of 1989 were starting to show signs of wear and tear from the mowing condition that exist in the old cemeteries, and the many hours of service they have performed.

The Board of Trustees unanimously agree that we will need to purchase new equipment this spring in order to efficiently and effectively maintain the cemeteries in 1992.

We finally found the little cemetery off the Old Blood Road which had not seen any kind of care in a long time. It was brushed out and leaves and other debris were raked up and removed.

Gates were built and installed at East Grafton and Razor Hill cemeteries, another gate which was also built will be installed in Ford cemetery in the spring.

Approximately 80% of the Grafton Center Cemetery was mapped out this year and we would like to thank Jill Clark for volunteering her time and efforts on this project. She plans to finish the mapping this summer.

We received many compliments this year and would like to thank all those who gave them, for noticing and recognizing our efforts, and special thanks to all those who worked and contributed to the Cemetery Department in 1991.

Respectfully submitted,
Randy Martin, Frank Clough, Barbara Tate

GRAFTON CEMETERY TRUSTEES FINANCIAL REPORT

Balance on Hand April 1991	1,026.66
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Income:

Interest - Checking Account	68.09	
Interest - Trust Fund	2,001.80	
Allotment - Town of Grafton	4,000.00	
TOTAL CASH RECEIPTS		7,096.55

Disbursements:

Labor:

Mike Burns	99.29	
Frank Clough	1,292.16	
Ralph Flad	58.18	
Nathan Hogue	18.47	
Ralph Johnson	78.52	
Randy Martin	765.21	
Ron Mitchell	147.78	
Barbara Tate	1,318.43	
Mower Rental:		
Frank Clough	15.00	
Randy Martin	45.00	
Tractor Rental:		
Tim Martin	30.00	
TOTAL LABOR COSTS		3,868.04

Expenses:

Gas & Oil:

Brownies Auto Supply	17.25
Canaan Hardware	2.19
C & G Store	5.00
Grafton General Store	29.27
Hewitt's Grafton Garage	26.57
Riches Department Store	12.76

Supplies:

Canaan Hardware (rakes, gas cans, etc.)	73.37
Tim Martin (lawn mower)	15.00

Equipment:

Emmons Small Engine (repair & parts)	76.65
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Gates & Fences:	
R.P. Johnson & Sons (building material)	176.39
Canaan Hardware	10.69
K-Mart (paint & primer)	16.95
Mascoma Savings Bank (FICA, SS & Med. Taxes)	881.22
Cemetery Treasurer Fee	92.35
Cemetery Agent Fee	323.23
	<u>1,758.89</u>

TOTAL EXPENDITURES	5,626.93
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Balance on Hand December 31, 1991	1,469.62
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Barbara Tate, Treasurer

RECREATION FIELD DIRECTOR'S REPORT

1991 was a quiet year on the Rec Field. Work has been started on the back of the field. New trees were added along the roadway. We had an active horse show season. Fencing for the tot yard has been donated. It is hoped that Spring will bring the volunteers needed to put the fencing up. Rabbit Planters were also added to the tot area this year. Sincere thanks to everyone who contributed in any way to the improvement of our field.

Respectfully Submitted,
Lorraine Clough

REPORT OF RECREATION COMMITTEE

- Another eventful year -

The first thought, looking back over the past year, is thank goodness for the outstanding volunteerism in the Town of Grafton.

Cabin Fever was broken by fun-filled nights at the Town Hall with North Country Sound and Lighting and Bob Dorley. July Celebration funding was started at these events.

The Easter Egg Hunt was a wonderful day for the younger children. All candy and toys were donated.

May Bike-A-Thon was very well attended and the bulk of monies needed for the Fireworks was raised that day.

The July Celebration was another success this year with all volunteers, including this year a great group of teenagers, all did an outstanding job.

A professional fireworks company was brought in and did a great job.

The three ambulance calls on the day of the Celebration caused a lot of confusion behind the scenes, however it was managed. What it did make us realize is that we need many more volunteers that day. Volunteers willing to "handle" things when other things happen.

Swim program was co-sponsored by the Ambulance this year. In this way we were able to provide a whole month of lessons and reach 50 children. Miss Jennifer Snyder of Canaan was the instructor and held two classes in Water Safety and Rescue for the Grafton and Canaan Ambulance crews. This offered five hours of valuable continuing education credit for the EMTs. Jennifer will come back in the summer of 1992. Again, there will be swim lessons and classes for ambulance and fire department personnel.

Halloween was celebrated with a Haunted Barn at the new town office building. The discussion not to have a Halloween party was due to lack of manpower in the planning stages. This event was missed by the younger children. Any volunteers?

Children's Christmas party was another great event for the children. With a new dress for Mrs. Santa, a new volunteer Santa, the children were wonderful. Each received a gift and candy cane.

Our sincere thanks to retiring Santa, Tom Gleason, for being so kind over the years.

The committee again this year contributed to the Ladies Benevolent Society boxes, collected toys and distributed them to children and families having a hard time and gave gifts to Meals on Wheels and the Senior Center.

Next year, with the hopeful thought of more volunteers, we would like to have more activities at the Town Hall. After-school programs, adult classes, and a play group are not out of the question. Many of these we already have volunteers to do.

In closing, as in years past, I would like to thank the outstanding volunteers of the Town of Grafton. Never have I seen a group of more willing and able people. Whether it be baking cookies, wrapping gifts, making crafts, working on the field or wearing a strange costume to make a child laugh. They are always there for us! And you!

Respectfully Submitted,
Eileen McKeon- LaLiberte
Judy Swirski
Louise Gallup
Lorraine Clough

RECREATION COMMITTEE TREASURER'S REPORT

Balance Year to Date December 31, 1990	1,150.29
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Income:

NOW Account Interest	54.35
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Donations

General	472.20
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Fireworks & Cans	403.12
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Dr. Pescott (Horse & Rabies Clinic)	210.00
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TOTAL	1,085.32
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Special Events:

Bike-A-Thon	664.51
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Change from Dances	450.00
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C.W.N. Dances	184.81
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N.C.S.L. Dances	467.42
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Road Kill Supper T-Shirts	474.58
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Kid's Dances	100.00
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Halloween Dance	106.00
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Halloween Horse Show	89.15
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50/50 Raffle	250.00
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4th of July	1,436.60
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Fire Dept. (Tent)	100.00
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Soda	165.02
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Nestle's Beich Candy Bars	906.00
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M.C.T. Drink Bottles	39.00
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TOTAL	5,433.09
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Reimbursement:

Town of Grafton	200.00
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Bill Flad	12.00
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Rabies Clinic Change	40.00
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TOTAL	252.00
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TOTAL CASH RECEIPTS	<u>7,975.05</u>
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Expenses:

Special Events:

Bike-A-Thon	156.60
Change for Dances	450.00
Road Kill T-Shirts	439.50
Kid's Dances	100.00
Halloween Dance Change	50.00
Halloween Horse Show	71.37
Halloween Kid's Party	60.24
50/50 Raffle	125.00
Nestles Beich Candy Bars	480.00
M.C.T. Drink Bottles	218.70
Christmas Party	216.47
Christmas 1990	83.65
Work Day	35.47
Easter	32.43
4th of July	3,341.78

TOTAL

5,861.21

Miscellaneous

Merriam Graves	407.90
Post Master, Grafton	65.25
Soda	166.19
Electrical Work	235.00
Reimbursement Field Fund	278.00
Mascoma Graphics	55.00
Calkins	85.00
P.S.N.H.	17.93
Mrs. Claus Suit	200.92
Rabies Clinic Change	40.00
Canaan Hardware	3.99
R.P. Johnsons	44.55
Lorraine Clough Reimbursement	22.87
Yankee Bargain	12.40
Grand Union	5.28
Eileen LaLiberte - Reimbursement	12.99
Emerson Gardens	35.00
C & Gs Store	5.58
Lorraine Cough - Reimbursement	9.95
C & Gs Store	1.69
Grafton General	8.95
Lorraine Clough - Reimbursement	28.00
Service Charge	29.60

TOTAL

1,772.04

TOTAL EXPENSES

7,633.25

Balance on Hand December 31, 1991

341.80

Judy Swirski, Treasurer

RECREATION FIELD DIRECTOR'S FINANCIAL REPORT

Balance Year to Date December 31, 1990 346.77

Income

Interest	23.23
John Bassett & Tr's	278.00
Ann Johnson - Tree - Tr's	375.00
Reimbursement for Rope	30.00
Triple R. Horse Show	100.00
Triple R. Horse Show	317.14

TOTAL INCOME 1,123.37

Expenses

Purchase Rabbits / Gas	175.00
Purchase Rope - Kilton Pond	30.00
Chemical Toilets	42.50

TOTAL EXPENSES 247.50

BALANCE DECEMBER 30, 1991 1,222.64

Respectfully Submitted,
Lorraine Clough, Field Director

HEALTH OFFICER REPORT

Rentals were inspected for health and safety. Foster home licenses were renewed. Several septic violations were looked into. Two approvals for privies were given. All food preparation places were inspected and in good order. Several water samples were taken and tested.

A reminder:

Holding tanks and chemical fluid toilets will not be approved. Any reconstruction of a septic system must be resubmitted for State approval; because most reasons for reconstruction are because the ground will no longer support the leach system.

Please try to be concerned about health and your environment - do things right.

Health Officer, Glen Duffin

TRANSFER STATION REPORT

This year at the Transfer Station was one in which we made many improvements. One of these was the installation of a 36 foot by 40 foot cement slab which we are presently using to set the paper container and the glass container on. This could possibly be used as a foundation for a future recycling building to be built on if and when such a need may arise.

Other work that was done this year was the cutting and pruning of brush and trees around the area to aesthetically enhance the overall appearance of the facility. We also painted the tool shed, some barrels and made up some signs to identify dump-off areas for the different recycleables and wastes that are brought in.

We have tried very hard this year to keep the station neat and orderly, and to give the taxpayers of Grafton better service by helping you with the unloading of your trash and recycleables.

We have also seen this year a better response to our recycling program by the people of Grafton.

At the present time we are recycling the following items: newspapers, cardboard, glass, tin cans, aluminum cans, brass, copper, scrap aluminum, scrap iron, car batteries, and motor oil.

We will also be recycling plastics in 1992 as we have purchased a plastic granulator, which also could help us in disposing of our paper products by granulating it into bedding for horses and cows and other livestock.

This year we have recycled approximately 52 tons of recycleable materials, and since the inauguration of our voluntary recycling program which started in April of 1989 the town has recycled some 175 tons of recycleable materials.

I would like to thank Ed Grinley, Stuart Downs, John Bassett, and the Board of Selectmen for their help and support.

I would also like to thank those of you have earnestly participated this year in our recycling efforts and encourage others of you to take part in making this a cleaner, safer and better world for ourselves and our children to live in!

Respectfully Submitted,
Randy Martin
Transfer Station Manager

WELFARE OFFICER'S REPORT

The year 1991 was a busy one for the Welfare Department. We were approached 64 times for help with requests for \$13,871.38. As of December 31 we had granted \$9,348.96 to people, paid \$500.00 in salaries for Welfare Officers and \$34.25 for phone calls and registered mail, spending a total of \$9,883.21. As only \$8500.00 was appropriated for welfare, we had an overdraft of \$1,388.21.

A serious effort was made to refer cases to state and federal programs. If this effort had not been made we would have an overdraft of \$5,905.63, thus the town was saved \$4,522.42! One recipient did repay \$180.65 when property was sold.

Jennie Joyce served as welfare officer for three months and had 21 payouts totaling \$3,748.76 and in my nine months as welfare officer I had 24 payouts totaling \$5,600.20. The breakdown is as thus: 17 food orders, 1 medical, 2 electric bills, 6 fuel assists, 2 telephone bills, 5 mortgages and 12 rents, and 19 cases that we did not pay.

A food pantry has gotten off to a good start and will be located in the new town office building and I urge you to support it. A work program is also being considered.

As the year ended I found I could no longer be readily available at all times as welfare officer because of job and other commitments. I do think it was very beneficial, as a Selectman, to serve as welfare officer and get to learn the ins and outs of this department.

I want to thank my fellow selectmen and the other people who gave me support! To those who didn't, well, I could say a lot, but I won't!

Thank you,
Chester Martin, Welfare Officer

HISTORY BOOK REPORT

Done, done, done! After eight years of interviews, pouring over musty tomes, searching for the "right" photographs, and much anguish, the manuscript is at long last complete. As this report is being written, estimates to determine the cost of publishing the book are being sought. If all goes well, the book should be available for sale by summer. Thanks to all for your immense patience and support.

Ken Cushing

GRAFTON COUNTY COMMISSIONERS' REPORT

In a continuing effort to communicate more directly with Grafton County citizens, we take great pleasure in submitting the following report for your information.

During the past year, the County Nursing Home has continued to provide excellent care for approximately 120 elderly and infirm residents while complying with the increased demands of new federal regulations. In November we opened a unit designed to meet the needs of patients with Alzheimer's disease and similar afflictions, which has been very well received by residents, families, and staff.

Inmates in the House of Corrections have benefited from the Thresholds/Decision-making program, taught by volunteers who help their clients prepare for more productive lives in jail and on the outside. A grant from the Attorney General's Office has also provided us with a substance abuse counselor for the jail.

New projects were also initiated at the County Farm. The piggery was reinstituted (20 piglets were born to 3 sows in October), and a lilac nursery was added through the State Lilac Commission (lilacs will be ready for distribution to public agencies in the spring). The farm also planted extra potatoes for contribution to local food pantries throughout the county, a project we plan to continue in future years.

Since September the Commissioners have worked with the Sheriff, Assistant Sheriff and members of the County Legislative Delegation to review the County Dispatch Center and revise the fees charged for telephone answering and radio dispatching services. Discounts were eliminated for 1992 and fees based on actual use are planned beginning in 1993. Copies of the Study Committee's report are available at the Commissioners' Office.

For the second year in a row we were able to reduce county taxes while maintaining necessary county services. The Commissioners intend to continue to hold the line on expenses, but do expect a modest tax increase next year due to the elimination of surpluses generated by unanticipated increases in nursing home revenues.

This past year the County distributed over \$78,000 in state Incentive Funds to local agencies to prevent out-of-home placements of troubled children and youth. The County also provides a Youth and Family Mediation Program available free of charge in the Lebanon, Littleton, and Plymouth areas.

The Board of Commissioners has made great strides in expanding efforts to inform our constituents about county government. Tours of county facilities, a mock trial for school children, and an open house took place during County Government Week in April, and plans are underway for an even broader program for the coming year (April 5-11). We held a special information session for local officials in September, have spoken to school and civic groups, and developed a slide presentation to show people what the county does.

In closing, we wish to express our sincere appreciation to local officials and agencies and the citizens for continued interest and cooperation in our efforts to serve you. The public is invited to attend our regular meetings at 9:15 a.m. on Thursdays at the County Administration Building in North Haverhill. The Commissioners also welcome the opportunity to speak or show our slides to students and civic groups. Please call our office at 787-6941 for further information or to request a speaker.

Respectfully submitted,
Betty Jo Taffee, Chairman, District #3 (603)786-9836
Gerard J. Zeiller, Vice Chairman, District #1 (603) 448-1909
Raymond S. Burton, Clerk, District #2 (603) 747-3662

UPPER VALLEY-LAKE SUNAPEE COUNCIL REPORT TO MEMBER COMMUNITIES

WHO ARE WE

There are nine Regional Planning Commissions in New Hampshire and 12 in Vermont. Like the others, the Upper Valley Lake Sunapee Council is a private, non-profit corporation enabled by state legislation. Our organization consists of the following people:

Board of Directors: Each member town is entitled to at least two members on the Board of Directors. This Board is the Upper Valley Lake Sunapee Council, and approves the annual work program and budget.

Executive Committee: Most of the authority for overseeing day to day operations of UVLSC has been delegated to this Committee, made up of members of the Board of Directors. The Executive Committee meets monthly.

Staff: There are seven full-time and three part-time staff members. The full-time staff include four planners, two community development specialists, and a secretary/receptionist. The part time staff include a bookkeeper, map/graphics person, and another planner.

WHERE THE MONEY GOES

Most of the money comes from five major sources: dues, federal community development funds ("CDBG"), the states of New Hampshire and Vermont, local technical assistance via contracts with member communities, and transportation planning. Overall, your dues support just over one-fifth of our operation. For each dollar of dues, we obtain nearly four dollars of additional funding which we use for services to the region.

Where the money goes is simple: people. we invest most of the money in our staff, buying brains, education, and experience. The rest pays for an office, telephones, small computers, and mapping equipment - the basics necessary for the people to do the job.

MASCOMA HOME HEALTH SERVICES

We are pleased to have the opportunity to report on the activities of Mascoma Home Health Services for 1991, our twenty second year of providing home and community health care to the residents of your community.

This has been a year of tremendous growth in the need and request for home care services. Nursing visits alone have increased 60%. We are proud of our staff of nurses, therapists, home health aides, homemakers and parent aides. Their experience, dedication, and skill in caring for people in their homes have made it possible for us to meet this challenge.

The Maternal and Child Health Program is available to young families in the community. This program includes a well child clinic with an enrollment of 175 children 0-6 years of age who receive immunizations, physical exams, vision screening, and information on nutrition, dental care, safety, child development. Follow-up home visits to some children and families are made by nurses specializing in pediatric care and parent aides, to help them care for themselves and their children in the most productive and positive way possible. This year we have added a Respite Child Care program available to families enrolled in our programs.

Community clinics including monthly blood pressure screenings, routine foot care and a yearly Flu Vaccine clinic are also a part of the health promotion activities of the agency. Anyone is welcome to attend these clinics.

This year the professional staff has made 10,056 home visits. In the town of Grafton 404 visits were made. Sixty-eight individuals received services in all programs.

On behalf of the Board of Directors made up of community volunteers, the staff and the people who are helped by our care a thank you for your part in making our programs possible. We look forward to working with you in the coming year.

Respectfully submitted,
Janet G. Knight, Executive Director.

UPPER VALLEY SENIOR CITIZENS COUNCIL, INC.

**Statistics for the Town of Grafton
October 1, 1990 - September 30, 1991**

Number of Senior Grafton Residents served - 73 (of 131 over 60; 1990 census)

Services	Unit of Service	Units of Service	X	Unit * Cost	Total Cost of Service
Congregate/Home					
Delivered Meals	Meals	2552	x	\$4.22	\$10,769.00
Transportation	Trips	291	x	\$5.49	\$1,598.00
Adult Day Service	Hours	n/a	x	\$4.43	n/a
Social Services	Half Hour	208	x	\$8.62	\$1,793.00
GCSCC cost to provide services for Grafton Residents only					<u>\$14,160.00</u>

Number of Grafton volunteers: 14. Number of Volunteer Hours: 2058.

GCSCC mails out Newsletters to approximately 28 Grafton addresses.

Request for Senior Services for 1991	<u>833</u>
Received from Town of Grafton for 1991	<u>833</u>
Request for Senior Services for 1992	<u>900</u>

NOTES:

Unit Cost from Audit Report for October 1, 1990 - September 30, 1991.

Services were funded by: Federal and State programs 48%, Municipalities,

Grants & Contracts, County and United Way 15%, Contributions 13%,

In-Kind donations 20%, Other 2%, Friends of GCSCC 2%.

COMPARATIVE INFORMATION

From Audited Financial Statement For

UPPER VALLEY SENIOR CITIZENS COUNCIL, INC.

UNITS OF SERVICE PROVIDED:

	FY '90	FY '91
Dining Room Meals	50,208	51,764
Home Delivered Meals	89,984	95,844
Transportation (Trips)	37,828	35,114
Adult Day Service (Hours)	6,314	5,564
Social Service (1/2 Hour)	8,013	11,854

UNITS OF SERVICE COSTS:

Congregate/Home	\$4.42	\$4.22
Delivered Meals		
Transportation (Trips)	\$4.68	\$5.49
Adult Day Service	\$3.00	\$4.43
Social Services	\$8.38	\$8.62

For all units based on Audit Report Oct. 1, 1990 - Sept. 30, 1991

ANNUAL OUTREACH REPORT TRI-COUNTY COMMUNITY ACTION PROGRAM SERVICES

Overview of Tri-County Community Action Program and LISTEN

Tri-County Community Action Program (CAP) provides comprehensive and effective outreach services to Grafton residents. The services are provided locally through Lebanon In Service To Each Neighbor (LISTEN, Inc). Both agencies are private non-profit organizations incorporated in New Hampshire nearly 20 years ago. Tri-County CAP serves Grafton, Carroll and Coos counties while LISTEN's service area focuses on southern Grafton County in New Hampshire and northern Windsor County in Vermont.

CAP contracts with LISTEN each year to provide services to low and moderate income residents. The funding raised in the seven municipalities in the CAP/LISTEN service area forms the basis of LISTEN's contract fee for outreach services. The contract is revised each year to include the total of municipal funds raised in the calendar year. CAP does not deduct any administrative fee so the total appropriations from the seven area towns are paid to LISTEN.

LISTEN's relationship with CAP does provide area residents with access to goods and services which would not otherwise be available through LISTEN. Area towns gain access to matching federal and state funds through CAP for emergency services (rent payments for homeless people, utility grants) which may otherwise be the financial responsibility of area towns and cities.

The program and financial information presented in this proposal is based on LISTEN for two reasons. First, LISTEN is the agency that actually expends the town funds after being routed through CAP. Secondly, each local CAP outreach service site then prepares the funding requests for municipalities within their service area since the local service site is most familiar with community policies and practices.

HOUSING IMPROVEMENT PROGRAM REPORT

In September of 1989, the Town of Grafton was awarded \$350,000 in Federal Community Development Block Grant (CDBG) funds by the New Hampshire Office of State Planning to provide assistance to improve housing conditions for eligible residents. The program was substantially completed by June 30, 1991 with twenty-three needy households assisted with program funds. Some of the work completed included:

- rehabilitation of 20 sub-standard housing units occupied by low and moderate income households;
- replacement of 3 non-rehabilitatable housing units with used HUD approved mobile homes;
- ten substandard septic systems were replaced with State approved systems;
- eleven housing units had heating systems replaced or substantially upgraded;
- all housing units had electrical systems upgraded;
- most housing units had energy conservation improvements.

Since there were more eligible applicants for assistance than funds available, the Town of Grafton submitted another CDBG application for more housing rehabilitation assistance. This application was not approved by the State. The Town plans to submit another application in January, 1992. Notification regarding this second round of funding will be made by the State towards the end of April.

Boris Sherwin, Program Director

UPPER VALLEY HOUSEHOLD HAZARDOUS WASTE COMMITTEE

The Upper Valley Household Hazardous Waste Committee held its eighth annual collection of household hazardous waste materials, May 4, 1991.

The 1990 annual collection collected 53 drums and about 100 cars had to be turned away due to budget restraints. In 1991, due to an increased budget, no one had to be turned away and 60 drums were collected. Last May, over 383 households were served. This increase in community participation shows that citizens are aware of the importance of keeping toxic materials out of landfills and are willing to support such a program with their own efforts.

The Committee receives the major portion of its financial support from regional landfills in the Upper Valley. In addition, contributions from local businesses and organizations, grants from the states of New Hampshire and Vermont, and on-site donations have made it possible for us to conduct eight annual Collection Days. However, each year costs increase for the disposal of the hazardous materials at out-of-state licensed facilities. This year, the Committee is looking for additional funds so that all residents who come to the site can be served.

The next Collection Day will be held Saturday, May 2, 1992. Area residents are welcome.

Respectfully submitted,
Colin High, Chair

AUDITOR'S REPORT

We have audited the financial statements of the Town of Grafton for the year ended December 31, 1990, and have issued our report thereon dated July 9, 1991. In planning and performing our audit, we considered the Town's internal control structure in order to determine the scope of our auditing procedures for the purpose of expressing our opinion on the financial statements. Our review of these systems was not intended to provide assurance on the internal control structure and should not be relied on for that purpose.

Under the standards established by the American Institute of Certified Public Accountants, reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the Town's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

The following conditions were noted that we do not consider to be material weaknesses:

CUSTODY OF TOWN FUNDS

RSA 41:29 states in part: "The Town Treasurer shall have custody of all moneys belonging to the Town...". During our audit, we discovered some cash accounts being held by individuals which appear to contain Town monies. It is our recommendation that the Selectmen follow-up with all individuals and organizations who keep cash accounts and determine which are Town funds and should be in the custody of the Treasurer.

TOWN CLERK'S ACCOUNTS

During our audit of the Town Clerk's records, we noted some problems with the accounts. It was noted during the audit that the Town Clerk is not making timely deposits. For the year ended December 31, 1990, the Town Clerk made remittances to the Treasurer only nine times, with two of them totaling approximately \$8,000. RSA 261:165 states in part "The Clerk shall pay all fees collected to the Town Treasurer at least on a weekly basis, or more frequently at the discretion of the Commissioner of Revenue Administration. Such payments may be deferred until the permit fee receipts total \$500." It is our recommendation that the Town Clerk make remittances in accordance with the RSAs.

Also, RSA 261:153 states, in regard to a minimum fee for a motor vehicle registration, "In no event, however, shall the fee be less than \$5." During our audit, we discovered instances in which the Town Clerk was only charging \$2 for a motor vehicle registration. It is our recommendation that the Town Clerk become familiar with the correct charges for all of the items for which she is responsible for making collections.

We also noted some instances for improvements in the Town Clerk's office. When the Town Clerk receives permits from the State of New Hampshire, she also receives a sheet showing the permit numbers that should have been received. The Clerk should verify the numbers on the permits with the numbers on the sheet, and follow-up with the State on any discrepancies. She should also keep the monthly sheets on file. Also, the Town Clerk should be recording the permits by date issued in the cashbook, not at the end of each month, as is currently being done. These daily entries should then be reconciled with the remittances made to the Treasurer.

PAYROLL RECORDS

During our testing of the payroll transactions, we noted that not all employees have a completed form W-4 on file. We recommend that the person responsible for the payroll have all the required documents filled out properly and on file.

GENERAL FIXED ASSETS

In order to comply with generally accepted accounting principles, the Town should maintain a complete and detailed record of its general fixed assets valued at historical cost. As is the practice followed by most other municipalities in New Hampshire, such records are not maintained. We recommend that the Town give future consideration to establishing a system for maintaining appropriate records of its investment in fixed assets.

This report is intended solely for the information and use of management and others within the administration. This restriction is not intended to limit distribution of this report, which upon acceptance by the Board of Selectmen is a matter of public record.

In closing, we would like to express our appreciation to those persons whose cooperation and assistance have helped us to achieve efficiencies in completing our audit.

After you have had an opportunity to review our audit report and comments above, we would be pleased to meet with you to discuss any questions that you might have.

Very truly yours,
Plodzick & Sanderson
Professional Association

1991 MARRIAGES

Date of Marriage	Place of Marriage	Name & Surname of Bride & Groom	Residence at time of Marriage	Date of Birth	Person by whom Married
June 22, 1991		Thomas Buskey Hope M. Schoenweiss	Grafton, NH Grafton, NH	5/21/66 5/29/34	Douglas Thompson, JP Bristol, NH
Aug. 23, 1991	Bristol, NH	Byron G. Rogers Lorna Mae Bowne Bartz	Grafton, NH Grafton, NH	4/14/43	Pastor Robert P. Farah
Sept. 21, 1991	Moultonboro, NH	Roy Scott Gosnell Sharon Jean Hunt Swain	Grafton, NH Grafton, NH	4/7/60 4/20/67	Center Harbor, NH

1991 BIRTHS

Date of Birth	Place of Birth	Name of Child	Mother's Maiden Name	Name of Father	Residence
Feb. 24, 1991	Hanover, NH	Paul Michael Sibelle	Paul G. Sibelle	Shannon Dodge	Grafton, NH
March 21, 1991	Hanover, NH	Jacob Hartley Stiles	Karl H. Stiles	Tacia Woodin	Grafton, NH
May 31, 1991	Hanover, NH	Taylor Neil Crawford	Timothy Crawford	Kathleen Loeven	Grafton, NH
Aug. 28, 1991	Grafton, NH	Cody James Dugan	Martin James Dugan, Jr.	Donna June Finney	Grafton, NH
Sept. 4, 1991	Lebanon, NH	Morgan Jeanne Peront	Brian Ernest Peront	April Lee Hamelin	Grafton, NH
Sept. 20, 1991	Lebanon, NH	Jennifer Helen Brown	Gordon Karyle Brown Jr.	Wendy Lynn Gibbons	Grafton, NH
Oct. 23, 1991	Franklin, NH	Katie Lee Gauthier	Michael Wayne Gauthier	Michelle Pothier	Grafton, NH

1991 DEATHS

Date of Death	Place of Death	Name & Surname of Deceased	Age	Sex	Marital Status	Occupation	Father/Mother's Maiden Names
5/22/91	Yazoo City, MI	Maude A. Doten	86	F	Widow	Homemaker	Ralph Del Ellis Lotta Johnston
5/25/91	Hanover, NH	Jeffrey Allen McLaughlin	26	M	Married	Press Operator	Patrick McLaughlin Mildred Tibbetts
12/9/91	New London, NH	Philip Sheridan Paight	89	M	Married	Retired	Joseph Paight Lucy Toms
12/10/91	Norwood, MA	Josephine M. Thoresen	72	M	Married	Homemaker	Lyons
12/14/91	Grafton, NH	Thomas Crimmins	74	M	Married	Civil Servant	William Crimmins Gertrude McEvoy

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